

CITY OF MANCHESTER
NEW HAMPSHIRE 03101

March 11, 2005

SEALED PROPOSAL INVITATION

IS-0503

NOTICE is hereby given that the City of Manchester will receive sealed proposals in the Office of the Information Systems Department, City of Manchester, State of New Hampshire until two o'clock p.m. (2:00 PM) on Friday, April 22, 2005 for the furnishing of the supplies, materials, equipment, or services, as indicated by the items hereunder listed in accordance with the applicable specifications:

Fire and Police Computer Aided Dispatch and Records Management System

The right is reserved to accept any proposal or any part or parts thereof, or to reject any or all proposals.

Any name appearing on the Comptroller General's list of ineligible contractors for Federally-financed and assisted work is not an eligible Bidder. In addition thereto, a proposal based upon the furnishing of equipment or components thereof, manufactured by such an ineligible contractor, will be ineligible for consideration.

The Contractor will be required to comply with all applicable Equal Employment Opportunity Laws and Regulations.

All proposals are subject to the terms and conditions and specifications set forth in this Sealed Proposal Invitation.

BY: Diane S. Prew
Director, Information Services

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I. GENERAL TERMS AND CONDITIONS

A. Bidder's Conference

Date: Tuesday, March 22, 2005
Time: 1:00 PM
Location: Central Fire Station, 100 Merrimack St
Contact: Diane Prew, Director, Information Services
Email: DPrew@ManchesterNH.gov
Phone #: (603) 624-6577
Fax #: (603) 624-6320

Attendance is not mandatory.

So that we may be prepared with answers at the Bidder's Conference, please submit your questions pertaining to the Request For Proposal to the contact person listed above so that they are received at least two business days prior to the conference. If any questions cannot be answered then, or if changes to the Request For Proposal are required, they will be contained in an addendum to be issued as soon as possible following the conference. Verbal questions will also be discussed at this conference. There is no intention to write and issue minutes of the Bidder's Conference. Written questions concerning the meaning of the specifications or terms and conditions of the Invitation may be submitted as specified in Section I. GENERAL TERMS AND CONDITIONS L. Interpretations.

B. Proposals - Where Received

Proposals will be received by the Information Systems Department, City of Manchester, State of New Hampshire, at the place and until the time specified in the Notice and then publicly read aloud for the information of persons submitting proposal and others properly interested who may be present either in person or by representative. NO PROPOSAL WILL BE ACCEPTED AFTER THE TIME AND DATE SPECIFIED.

C. Definitions

The following meanings are attached to the defined words when used herein:

1. The word "Department" means the City of Manchester Information Systems Department.
2. The word "City" means the City of Manchester, New Hampshire.
3. The word "Bidder" means the person, firm, or corporation with whom the Contract is made by carrying out the provisions of this Sealed Invitation and the Contract.
4. The word "Contractor" means the person, firm, or corporation with whom the Contract is made by carrying out the provisions of this Sealed Invitation and the Contract.

5. The words "firm price" shall mean a guarantee against price increase during the life of the Contract.

D. Contract Agreement

The Contract Agreement will be in the form customarily employed by the City and will incorporate the following documents in the order of precedence listed:

1. This Sealed Proposal Invitation.
2. The Contractor's response to the Invitation
3. The Contractor's Purchase Agreement

E. Submission of Proposal

Four (4) complete copies and one electronic must be returned to us when submitting a proposal. In addition, sections V. CAD REQUIREMENTS – FIRE AND POLICE, VI. RECORDS MANAGEMENT REQUIREMENTS – FIRE, and VII. RECORDS MANAGEMENT REQUIREMENTS – POLICE must be submitted in electronic format. Strict compliance with the requirements of the Notice, Terms, and Conditions, and the instructions printed on this form is necessary. All designations and prices shall be fully and clearly set forth. All blank spaces in the proposal forms shall be suitably filled in. For the convenience of Bidders, extra sets of proposal forms are available at no cost and on demand, at the Information Systems Department 100 Merrimack St, Manchester, New Hampshire 03101. This document can also be found at <http://www.ManchesterNH.gov/CityGov/MIS/BidsProposals.html>.

F. Signatures on Proposal Forms

Each proposal must give the full business address of the Bidder and be signed by the Bidder with the usual signature. Proposals by partnerships must be furnished with the full names of all partners and must be signed with the partnership name by one of the members of the partnership or by an authorized representative, followed by the signature and title of the person signing. Proposals by corporations must be signed with the legal name of the corporation, followed by the State of Incorporation and by the signature and title of the president, secretary or other person duly authorized to bind it in the matter. The name of each person signing shall also be typed or printed below the signature. A proposal by a person who affixes to his signature the word "president", "secretary", "agent", or other title without disclosing his principal may be held to be the proposal of the individual signing. Satisfactory evidence of the authority of the officer signing on behalf of the corporation shall be furnished, and duly sworn to before a Justice of the Peace or Notary Public.

G. Proposal Security

Proposal security, in the form of a proposal bond, deposit of cash, or certified check, or bank cashier's check drawn on a solvent bank, payable to the City in the amount of not less than ten percent (10%) of the total amount of the proposal (before cash discount and/or trade-in if applicable) must accompany each

proposal as a guarantee that if the proposal is accepted a Contract will be entered into. Such proposal deposits of all Bidders will be held by the City until all proposals submitted shall have been canvassed and the proposals have either been rejected in whole or in part or the award of Contract or Contracts has been made. The proposal deposit of the successful Bidder will be held until a Contract is duly executed. Proposal deposits will be returned to unsuccessful Bidders within one (1) week after award of the contract. If the successful Bidder, to whom a Contract shall have been awarded, refuses to execute the Contract and to furnish the performance and payment bonds hereinafter described, within ten (10) working days after award of the Contract, the amount of the proposal deposit shall be forfeited to and retained by the City as liquidated damages for such neglect or refusal.

H. Performance Bond

The successful Bidder will be required to furnish a performance bond to the City in the amount of one hundred percent (100%) of the total amount of the Contract as a guarantee of the faithful performance thereof.

I. Sealed and Marked

Proposals with the required proposal security, must be securely sealed in a suitable envelope, addressed and marked on the outside as follows:

Sealed Proposal Invitation IS - 0503
Information Systems Department
100 Merrimack St
Manchester, NH 03101

The City is not responsible for proposals not properly marked.

J. Indemnification and Insurance

1. The Contractor agrees to protect, defend, and save the City harmless against any demand for payment for the use of any patented, material, process, article, or device that may enter into the manufacture, construction, or form a part of the work covered by either order or contract.
2. The Contractor agrees to defend, indemnify, and save harmless the City from all damages to life and property arising out of the performance of this Contract due to the Contractor's negligence, that of his employees, subcontractors, etc., or due to the negligence of the City of Manchester, NH, their employees, representatives, agents, etc.
3. If, in the judgment of the City, any property is needlessly damaged by an act or omission of the Contractor or his employees, servants, or agents, the amount of such damages shall be determined by the City and such amount shall be deducted from any money due the Contractor or may be recovered from said Contractor in actions at law.

K. Equal Opportunity - Affirmative Action

1. In connection with the execution of the Contract, the Contractor shall not discriminate against any employee or applicant for employment because of race, religion, color, sex or national origin. The Contractor shall take affirmative action to insure that applicants are employed, and that employees are treated during their employment, without regard to their race, religion, color, sex or national origin. Such actions shall include, but not be limited to, the following: employment upgrading, demotion, or transfer; recruitment, or recruitment advertising; layoff, or termination; rates of pay, or other forms of compensation, and in selections for training, including apprenticeship.
2. In connection with the performance of the Contract, the Contractor will cooperate with the City in meeting his commitments and goals with regard to the maximum utilization of minority business enterprises and will use its best efforts to insure that minority business enterprises shall have the maximum practicable opportunity to compete for subcontract work under this Contract.

L. Interpretations

No oral interpretations will be made to any Bidder as to the meaning of the specifications or terms and conditions of the Invitation. Every request for such interpretation or request for a change in the specifications or terms and conditions shall be made in writing and addressed and forwarded to Diane Prew, Director of Information Services, 100 Merrimack Street, Manchester, NH 03101 five (5) or more working days before the date fixed for the opening of proposals. Every interpretation made to a Bidder will be in the form of an Addendum to the Sealed Proposal Invitation which, if issued, will be sent as promptly as practicable to all persons to whom the Proposal Invitations have been issued. All such Addenda shall become a part of the Proposal Invitation.

M. Incomplete Proposals

Proposals which are incomplete, not properly endorsed, or signed, or otherwise contrary to these instructions may be rejected as informal by the Director of Information Services.

N. Conditional Proposals

Conditional proposals will not be accepted.

O. Alternative Proposals

While it is the desire of the City of Manchester to acquire computer software and any necessary hardware to implement a Public Safety Computer-Aided Dispatch (CAD) and Record Management System (RMS), budget considerations may preclude the implementation of this desire. Therefore, alternative proposals which do not conform to all of the listed specifications may be considered as long as the proposal is listed as an alternative proposal and any deviation from the listed specifications is noted as such.

P. Withdrawal of Proposal

Proposals may be withdrawn upon written or faxed request received from Bidders 5 days prior to the time affixed for opening. Negligence on the part of the Bidder in preparing the proposal confers no right for the withdrawal of the proposal after it has been opened. If any proposal is withdrawn after time and date specified, the Bidder shall forfeit his proposal security as liquidated damages.

Q. Default

In case of default by the Bidder, the City may procure the articles or services from other sources and hold the Bidder responsible for any excess costs occasioned thereby.

R. Guarantees

1. The Bidder to whom a Contract is awarded guarantees to the City that all items furnished under this Contract shall be free of defects in design, materials, and workmanship and, for a period of one (1) year after final inspection and acceptance, shall replace promptly any defective equipment, materials, and/or workmanship required without additional cost to the City. If the implementation of a particular function is delayed, the warranty period for that function will not begin until final inspection and acceptance of that function.
2. The Bidder to whom a Contract is awarded guarantees to the City that all warranties of merchantability and fitness for a particular purpose as provided for in New Hampshire 382A-2-314 and 2-315 shall remain in full force and effect and are not disclaimed. New Hampshire 383A-2-314 and 2-315 may be found at <http://www.gencourt.state.nh.us/rsa/html/XXXIV-A/382-A/382-A-2-314.htm> and <http://www.gencourt.state.nh.us/rsa/html/XXXIV-A/382-A/382-A-2-315.htm>.
3. Prior to the expiration of the warranty period, whenever Equipment is shipped for mechanical replacement purpose, the Contractor shall bear all costs, including, but not limited to, costs of packing, transportation, rigging, drayage, and insurance. This warranty shall apply to a replacement machine beginning the first day of its acceptance.

S. Transportation, Installation, Relocation, and Return of Equipment

Quotations should include all charges for delivery, packing, crating, containers, etc. Unless otherwise stated by the Bidder, prices quoted will be considered as being based on delivery and installation, to the destination designated in this Proposal Invitation and to include all delivery and packing charges.

1. Transportation

The Contractor shall prepay the transportation charges. Authorization for the method of transportation shall be furnished by the Contractor prior to shipment. Transportation charges for the shipment of empty packing

cases shall be paid by the Contractor. Transportation charges, regardless of point of origin or destination of the equipment, should not exceed the cost of shipment between City location and the location of the Contractor's nearest plant of manufacture. The Contractor shall bear the cost of transportation whenever the equipment is shipped for mechanical replacement purposes unless the replacement was due to the fault or negligence of the City. The Contractor shall pay those rigging and drayage costs incurred at the City location, and shall pay all rigging and drayage costs when the equipment is moved for mechanical replacement purposes.

2. Installation

The Contractor shall furnish such labor as may be necessary for the packing, unpacking, placement of, and installation of Equipment.

3. Relocation

Except in an emergency, Equipment shall not be moved from the general location in which installed, unless the Contractor has been notified that a move is to be made. Upon written notification to the Contractor, Equipment may be transferred from one City location to another without maintenance charges during the period of transfer not to exceed thirty (30) calendar days. The Contractor shall supervise packing, unpacking, relocation of Equipment, and install in good operating condition.

T. Delivery

1. The Contractor shall commence the delivery of items contracted for within thirty (30) days of contract signing unless otherwise stated by the Contractor.
2. The City, through the Director of Information Services, reserves the right to postpone the delivery date for up to sixty (60) days to allow for any change in operating conditions or for any other cause not now foreseen. In the event the City elects to exercise this right, all prices quoted pursuant to this Proposal Invitation will remain firm, and the City shall incur no additional obligation to the Contractor due to any delay of delivery date ordered by the Director of Information Services.
3. The City, through the Director of Information Services, reserves the right to divert delivery from one location to another, and to allow for any change in operating conditions or for any other cause not now foreseen and to proportion deliveries according to available storage facilities.
4. It is agreed that deliveries and/or completion are subject to strikes, lockouts, accidents, and acts of God.

U. Delivery Failure

1. The Contractor shall deliver and install the application software and hardware as agreed upon by the Contractor and the City in writing or in

default thereof, shall pay to the City liquidated damages of five hundred dollars (\$500.00) per day.

2. If the beginning or execution of the work shall be delayed or suspended due to any act or omission of the City, and not by any fault of the Contractor, then the time for completion of the work shall be increased by a period of time equal to the aggregated time, expressed in calendar days or parts of days, during which the beginning or execution of the work has been so delayed or suspended.

V. Proposal Prices

Proposal quotations submitted on the Proposal Forms shall remain firm for a period of ninety (90) days after the time set for the opening of the proposals.

W. Unit Pricing

Prices shall be stated in units of quantities specified. In case of discrepancy in computing the amount of the proposal, the unit prices will govern.

X. Price Reductions

It is understood and agreed that should any price reductions occur between the opening of this proposal and the delivery of any order, the benefit of any such reductions shall be extended to the City.

Y. Method of Payment

1. Payment for hardware and system software shall be made in accordance with the following schedule:
 - a) Ninety percent (90%) of net contract price:
 - (1) not earlier than fifteen (15) days nor longer than forty-five (45) days after delivery, installation and acceptance of all contracted items.
 - (2) upon rendering an original and two (2) copies of an itemized invoice.
 - b) Ten percent (10%) of the net contract price:
 - (1) ninety-one (91) days after delivery, installation, and acceptance of all contracted items.
 - (2) upon rendering an original and two (2) copies of the final invoice.
2. Application Software: Payment for purchase of (license for) application software shall be made in accordance with the following schedule:
 - a) Fifty percent (50%) of net contract price not earlier than fifteen (15) days nor longer than forty-five (45) days after:
 - (1) delivery of the documentation and a copy of the package.
 - (2) installation and successful operation at City's site.

- (3) Appropriate licensing documentation.
- b) Twenty-five percent (25%) of net contract price within sixty (60) days of installation or upon acceptance by the City, whichever is later;
- c) Twenty-five percent (25%) of net contract price ninety-one (91) days after acceptance by the City.

Z. Discounts

- 1. Cash discounts will be considered when determining the low proposal except when cash discounts hold for a period of less than fifteen (15) days. Cash discounts for payment within a period of less than the above number of days will not be taken into consideration when determining the low proposal.
- 2. Time, in connection with discount offered, will be computed from date of completion and/or delivery and acceptance at destination, or from date correct bill or voucher properly certified by the Contractor is received if the latter date is later than the date of completion and acceptance and/or delivery and acceptance.

AA. Taxes

As the City is exempt from the payment of Federal Excise Taxes, all prices quoted herein are not to include these taxes.

BB. Time of Completion - Penalties

- 1. All delivery times quoted must be firm, FOB destination, City of Manchester, Information Systems Department, 100 Merrimack St, Manchester, New Hampshire, unless otherwise indicated by the City. TIME IS OF THE ESSENCE.
- 2. It is understood and agreed that in the event of failure on the part of the Bidder to indicate date of delivery and/or completion, delivery and/or completion will be made within one hundred twenty (120) days from date of notification.
- 3. Should the successful Bidder fail to make delivery or complete the Contract within the time specified, the City, at its option, reserves the right to make the purchase in the open market and charge any excess cost incurred over Contract price to the account of the successful Bidder, who shall pay same forthwith, or assess penalties against the Contractor in accordance with the applicable provisions of the penalty clauses set forth hereinafter.

CC. Evaluation Of Work

To assure compliance with this agreement, the City shall have the right to enter into the contractor's premises during the normal business hours to inspect, monitor, or otherwise evaluate the work performed or being performed therein.

DD. Ownership of Information

The Contractor agrees to abide by the following restrictions regardless of whether or not the information in question is considered public under any applicable Right-To-Know law.

All information acquired by the contractor from the City or from others at the expense of the City in performance of the agreement, shall be and remain the property of the City. All records, data files, computer records, worksheets, deliverable products complete and incomplete, and all other types of information prepared or acquired by the contractor for delivery to the City shall be and remain the property of the City.

The contractor agrees that it will use this information only as required in the performance of this agreement and will not, before or after the completion of this agreement, otherwise use said information, nor copy, nor reproduce the same in any form, except pursuant to the sole written instructions of the City. The contractor further agrees to return said information in whatever form it is maintained by the contractor.

EE. Rights to Submitted Material

All proposal, response inquiries, or correspondence relating to or in reference to this RFP, and all reports, charts, displays, schedules, exhibits, and other documentation submitted by vendors shall become the property of the City when received. Prior to final selection, vendors may be required to submit any additional information, which the City may deem necessary to determine the vendor's qualifications to respond to the RFP. Should any of the information requested by the City be considered by the bidder to be confidential, it should also be stated.

FF. Compliance with Specifications

Unless otherwise clearly stated by the Bidder, the Proposal will be considered as being in strict accordance with the specifications and terms and conditions outlined in this Proposal Invitation. References to a particular trade name, manufacturers' catalogue, or model number, are made for descriptive purposes only to guide the Bidder in interpreting the requirements of the City. They should not be construed as excluding any other types of materials, equipment and supplies. However, the Bidder, if awarded a Contract, will be required to furnish the particular item referred to in the specifications or descriptions unless a departure or substitution is clearly noted and described in the proposal.

GG. Assignment of Work

Assignment of any portion of the work by subcontract must be approved in advance by the Office. Please identify all subcontractors that you intend to use on this project.

HH. Non-Collusion

The Bidder must certify that no official or employee of the City or of the State of New Hampshire, is pecuniarily interested in the proposal or in the Contract which the Bidder offers to execute or in the expected profits to arise therefrom, and that this proposal is made in good faith without fraud or collusion or connection with any other person submitting a proposal.

II. Contracts in which there is Federal Participation

1. Any proposed change in the Contract shall be submitted to the Director, Information Services for prior approval.
2. No member of or delegate to the Congress of the United States shall be admitted to any share or part of the Contract or to any benefit arising therefrom.
3. No member, officer, or employee of the State of New Hampshire, the City of Manchester, NH or Hillsborough County, NH, during his tenure or one (1) year thereafter, shall have any interest, direct or indirect, in the Contract or the proceeds thereof.
4. In connection with the execution of the Contract, the Contractor shall not discriminate against employee or applicant for employment because of race, religion, color, sex, or national origin. The Contractor shall take affirmative action to insure that applicants are employed, and that employees are treated during their employment, without regard to their race, religion, color, sex, or national origin. Such actions shall include, but not be limited to, the following: employment, upgrading, demotion, or transfer; recruitment, or recruitment advertising; layoff, or termination; rates of pay, or other forms of compensation; in selections for training, including apprenticeship.
5. In connection with the performance of the Contract, the Contractor will cooperate with the Office in meeting its commitments and goals with regard to the maximum utilization of minority business enterprises and will use its best efforts to insure that minority business enterprises shall have the maximum practicable opportunity to compete for subcontract work under this contract.

JJ. Basis of Award of Contract

1. The City reserves the right to waive any informalities in proposals and to reject any and all proposals, in whole or in part, and to make awards in a manner deemed in the best interests of the City.
2. Proposals will be evaluated and selection made on the basis of demonstrated competence and qualification for the services required at a fair and reasonable price. In addition to price, the following is a partial list of criteria which will be used in the evaluation process:
 - a) functional capabilities of the application

- b) hardware and system software integration
- c) implementation plan
- d) Vendor experience and future commitment
- e) Vendor-provided documentation and training
- f) the ability, capacity, and skill of the Vendor to perform the Contract and provide service required
- g) whether the Bidder can perform the Contract or provide the service promptly, or within the time specified, without delay or interference
- h) the character, integrity, reputation, judgment, experience, and efficiency of the Bidder
- i) the quality of performance of previous contracts or services
- j) the previous and existing compliance by the Bidder with laws and ordinances relating to the Contract or service
- k) the sufficiency of the financial resources and ability of the Bidder to perform the Contract or service
- l) the ability of the Bidder to provide future maintenance and service for the use of the subject of the Contract
- m) the number and scope of conditions attached to the proposal
- n) the disaster recovery procedures available in case of extended hardware and software failure
- o) the Vendor's responses to items in this request for proposals.

KK. Governing Law

This Contract shall be construed according to the law of the State of New Hampshire.

LL. Statutes and Ordinances

The Revised Statutes Annotated of the State of New Hampshire, the Charter of the City of Manchester, and all City Ordinances insofar as they apply to the laws of competitive bidding, contracts, and purchases, are made a part hereof.

MM. Disputes

Any dispute concerning a question of fact arising under this Contract which is not disposed of by agreement shall be decided by the Director of Information Services, who shall cause its discussion to be reduced to writing and shall furnish a copy thereof to the Contractor. The decision of the Director of Information Services shall be final and conclusive unless within ten (10) days from the date of receipt of such copy the Contractor mails or otherwise furnishes to the City a written appeal addressed to the Mayor and Board of Aldermen. The decision of

the Mayor and Board of Aldermen or their duly authorized agent or representative for the determination of such appeal shall be final and conclusive unless determined by the Hillsborough County Superior Court or other court of competent jurisdiction to have been unreasonable. Pending final decision of a dispute hereunder, the Contractor shall proceed diligently with the performance of the Contract and in accordance with the Director of Information Services.

NN. Nonappropriation of Funds

Continuation of this Agreement is contingent upon continued City appropriation of funds. In the event that adequate funds are not so appropriated, the City may cancel this agreement upon giving sixty (60) days written notice. In such event, no penalty of any form shall be levied against the City as a result of such cancellation.

OO. Interpretations

Any interpretations of this contract must be in writing; that is, oral interpretations will have no effect.

PP. Survival Beyond Completion

The terms, provisions, representations and warranties contained in this contract shall survive the delivery of the product and the payment of the purchase price.

QQ. Headings Not Controlling

Headings used in this contract are for reference purposes only and shall not be deemed a part of this contract.

RR. Successors and Assigns

1. The City and the Contractor each binds themselves, their partners, successor, assigns, and legal representatives to the other party to this Agreement and to the partners, successors, assigns, and legal representatives of such other party with respect to all covenants of this Agreement. The Contractor shall not assign, sublet or transfer his interest in this Agreement without the written consent of the City.
2. This Agreement represents the entire and integrated Agreement between the City and Contractor and supersedes all prior negotiations, representations or agreements, either written or oral. This Agreement may be amended only by written instrument signed by both the City and the Contractor.

SS. Severability

1. Compliance:

Each party agrees that it will perform its obligations hereunder in accordance with all applicable laws, rules and regulations now or hereafter in effect.

2. Partial Invalidity:

If any clause, term or provision of this agreement shall be found to be illegal or unenforceable by any court of competent jurisdiction, then, notwithstanding, this agreement shall remain in full force and effect and the remainder of such clause, term or provision shall be enforceable pursuant to the original intent of the parties hereto.

TT. Nonperformance

If the package(s) fail(s) to meet the specifications or fail(s) to perform effectively or uses more hardware facility than anticipated or absorbs more run time than expected, or has results other than those which the City expected, the package may be rejected and this contract may be terminated at the option of the City.

UU. Term of License

The City's right to use the package(s) shall continue in perpetuity.

VV. Future Documentation

In the event that the documentation is changed, upgraded, improved or added to the package without changing the basic functions of the package such documentary change, upgrading, improvement or addition shall be made available to the City whenever it is made available to any other user of the package.

WW. Rights to Future Options

In the event that the package is enhanced, upgraded or improved which changes the function of the package or if options result in enhancement, upgrading of the package resulting in changes to its function by expansion or provisions of additional options and if such options, changes, upgrades and or enhancements are offered to any one of the package users, then such options, changes, upgrades and or enhancements must be offered to the City upon terms that are as favorable to the City as offered to any other user of the package.

XX. Escrow of Source Programs

The Contractor shall deposit the source language/files for all acquired software with a mutually agreed upon Bank as Escrow Agent. In the event of termination of business, as described on page 18, I.AAA, or the Contractor's decision to no longer support the application software, the Escrow Agent, upon delivery to it of a certified copy of the said business termination or decision, will deliver to the City the source language/files with peculiarities documented.

YY. Right to Modify

The City shall have the right to modify the package during the term of the contract. If any such modifications are made, the Contractor is relieved of its agreement of maintenance of the package.

ZZ. Nontaxable as Property

No taxes, (including any construction or interpretations of the terms) shall be added to the contract stated prices. If any such taxes are held to be applicable, they shall be paid by the Contractor.

AAA. Quiet Enjoyment

The City shall be entitled to use the software package with all modifications described hereunder without disturbance, subject only to its obligation to make required payments hereunder. Contractor represents that this agreement is not subject or subordinate to any right of Contractor's creditors, or if such subordination exists, that the agreement or instrument creating the same provides for nondisturbance of the City so long as it shall not be in default hereunder.

BBB. Rights upon Business Termination

1. In the event of the termination of business of the Contractor either by voluntary termination, bankruptcy, the commission of an act of bankruptcy which leads to bankruptcy, Chapter XI proceedings, common law or statutory assignment for the benefit of creditors or insolvency proceedings of any nature or description, the City shall be considered owner in fee simple title to the said package without obligation to the Contractor or his successors or assigns and as stated on page 17, I.WW, shall be entitled to the source language without further obligation to the Contractor, his successors or assigns.
2. In the event of the termination of business of the Contractor, within the meaning of the preceding paragraph, occurs during a warranty period, the City's payment shall be proportional to the warranty period less the cost of correction of future discovered errors in the package.

CCC. Installation and Support

The Contractor shall provide to the City sufficient assistance in the installation of the package and in any modification of the package required to enable the City to use the package or to adapt the package to the needs of the City or to its operating system or to its peripheral equipment differences so that the package is usable by the City. Such assistance shall be provided and such changes in the package shall be made by the Contractor if potential timing differences or operating practices of the City require such assistance or such changes to render the package usable to the City.

DDD. Right to Reproduce Documentation

The City shall have the right to reproduce all documentation supplied hereunder, provided that such reproduction shall be solely for the use of the City, and that such reproduction shall be subject to the same restrictions on use and disclosure as are contained in this contract with respect to the original documentation.

EEE. Guarantee of Ownership

The Contractor warrants that it is the sole owner of the software and all modifications described hereunder and has full power and authority to grant the rights herein granted without the consent of any other person, organization, corporation, or any other entity recognized by law and will indemnify and hold the City harmless from and against any loss, cost, liability and expense (including but not limited to court costs, all related fees as well as reasonable counsel fees) arising out of any breach or claimed breach of this warranty. During the pendency of any claim against Contractor or the City with respect to Contractor's ownership and/or authority, the City may withhold payment of any sums otherwise required to be paid hereunder. The Contractor shall execute at time of delivery or each portion an affidavit stating his exclusive rights, title and interest to said portion.

FFF. Infringement

The Contractor warrants that the software package, including any modifications and/or customizations that may be added, is original to the Contractor and that neither the base package, modified package, nor any of its elements, nor the use thereof does or will violate or infringe upon any patent, copyright, trade secret or other property right of any other person, and the Contractor will indemnify and hold the City harmless from and against any loss, cost, liability and expenses (including, but not limited to, court costs, all related fees as well as reasonable counsel fees) arising out of any breach or claimed breach of this warranty. During the pendency of any claim against the Contractor or the City with respect to infringement, the City may withhold payment of any sums otherwise required to be paid hereunder and the City may continue to use the modified package as delivered and in the event of any injunction brought against the City on grounds of breach, the Contractor shall post appropriate bond(s).

GGG. Copying

The City reserves the right to copy systems and application software for backup and recovery purposes.

HHH. Audited Financial Information

The Bidder shall provide audited financial information to allow the City to evaluate the Bidder's financial position and stability, such as annual reports, Securities and Exchange Commission ("SEC") Forms 8K, 10K, or 10Q, or other financial reports for the last three years.

II. SCOPE OF SERVICES

The City expects the Contractor to provide the planning, configuration, data conversion, initialization, testing, documentation and training necessary to install the system and move it into fully operational status. The Contractor's implementation plan will outline the steps, precautions, and procedures that will be used to accomplish this goal. The City expects to use and maintain existing systems until the new application is fully installed, initialized, tested, accepted and users are trained.

Describe the scope of services being proposed including the following:

A. Project Management

Describe in detail the project management plan being proposed including the following:

1. Proposed amount of onsite versus offsite hours.
2. Number and type of onsite meetings.
3. Describe the means of tracking and communicating the status of the project including problem status, i.e. secure web site, MS Project, spreadsheets, etc.
4. Indicate the skill set recommended for our IT people to have in order to be able to implement the new system.
5. Expectations you have of the City.

B. Training and Support

Provide a complete description of the proposed training and available support facilities including the following:

1. A proposed training plan shall be included which is calculated to meet the City's needs.
2. A brief overview of each course including the course goals and objectives shall be included.
3. Two (2) complete sets of both descriptive and technical manuals for the application software shall be included.
4. The available telephone support facilities shall be described.
5. The online help/support facility, as it relates to the proposed application, shall be included.
6. The time interval between new releases.
7. Describe your capabilities relative to supporting future Federal or Statewide Homeland Security mandates.

C. Conversion

The City expects that the Contractor shall be responsible for the full conversion and upload of existing data for most options. The City will assist in the identification of available data. The application must be able to use accumulated data from the systems currently in place. The migration path from the existing systems must include any necessary data conversion and importation from current systems to provide views of historical data. The vendor should also include a conversion plan explaining how the agency will convert from the existing system to the proposed system with minimal interruption to the daily activities of the Manchester Police and Fire Departments. Vendors should note that in the PRICE DATA (Conversion), they are asked to separately price data conversion. Estimated range of costs for conversion of each application, if available, and a description of data that would be typically converted.

1. The proposal must include data conversion from the following systems:
 - a) Fire
 - (1) GEAC CAD/RMS
 - b) Police
 - (1) CPLIMS CAD/RMS
 - (2) Towing Database (In-house MS Access Database)
 - (3) Pawn Slips (In-house MS Access Database)
 - (4) Internal Affairs (In-house MS Access Database)
 - (5) Personnel Database (In-house MS Access Database)
 - (6) Fieldcard Database (In-house MS Access Database)

III. BACKGROUND INFORMATION

A. City of Manchester

The City of Manchester is located on the Merrimack River in south central New Hampshire, approximately 60 mile north of Boston, MA. It is the largest city north of Boston. It is bordered by the towns of Hooksett, Bedford, Londonderry, Goffstown, Auburn, Litchfield, and Merrimack. The City has a population of 108,150 according to the 2003 report of the New Hampshire Office of State Planning, and occupies a land area of 33.9 square miles.

It is important to understand that the City of Manchester Police and Fire Departments both run a character based CAD system. Neither have any Graphical User Interface tools or options. The keyboard is used for all input into the system. It is important to us not to lose this feature but to add mouse and windows features.

B. Manchester Police Department

The Police Department is currently a licensed-based system, and often the number of licenses can not keep pace with the needs of the department.

The Police Dispatch Center has five operating positions (two call takers, two dispatchers and one supervisor) and handles approximately 100,000 calls for service annually. In addition to the five communication positions, there are two operators that handle incoming phone and walk-in complaints, as well as our Officer In Charge position. Each of the five communications seats has two monitors, one for interactive dispatching and call taking and the second for a status screen. Three positions have a third monitor for touch screen radio control. Additionally, there are three SPOTS PC's for DMV checks etc. The Police Dispatch Center is also equipped with a Mercom Audio Log playback system used to record and play back phone calls, one training PC, and one Fire Department computer to view their activity.

Police has one IBM RISC 6000 which runs CAD, RMS and Mobile applications.

C. Manchester Fire Department

The Fire Dispatch Center which has three operating positions (call taker, dispatch and supervisor) and handles approximately 15 thousand calls for service per year for fire and medical emergencies. Each of the three positions has a PC with dual monitors and a separate PC displaying a truck status screen. We also have three radio consoles one located at each position, which are used to manage radio traffic.

In the current CAD system, alerting signals and status messages are sent across city owned lines (cooper cables and some fiber) through a Zetron Model 26, to companion Zetron Model 6's which then trigger status indicators, station lights, bells, and PA. The CAD system contains an interface for Zetron status changes. A networked PC and dedicated message printers are located in the 13 remote fire stations and one in the police communications center.

Our 911 PSAP located in Concord, NH sends an incident to us via telephone in addition to having a client PC located within Fire Alarm. The frame relay networked PC contains Valor CAD and contains all ANI/ALI and ProQA data for us to use in dispatching the incident once the call is received. The current CAD system does not have an interface for the Valor's CAD 911 system.

The dispatch center also has a Zetron, Model 21D, Instant Recall Telephone Recorder at each position and an Eventide, Model VR320 Digital Audio Logging Recorder which digitally records all emergency calls for both radio and telephone.

The current CAD system connects to a Spectracom Model 8182 Time Receiver. This receiver receives time signals from the WWVB Atomic Clock located at the National Bureau of Standards in Fort Collins, Colorado. The CAD system sends queries to the clock requesting exact time information. This transmission ensures that the CAD clock is synchronized with the atomic clock. The CAD system uses the data from the atomic clock to provide all internal time stamping and time displays.

Fire has two IBM pSeries 615 Models 6E3 which are dedicated to CAD and RMS respectfully.

With the addition of mapping functionality, a large status map display will be needed.

IV. GENERAL INSTRUCTIONS ON VENDOR RESPONSES

Responding to Items in this Section

(Please see Section XIII. PROPOSAL FORMAT):

Vendors shall submit answers to each item in this section describing how their system meets the requirements mentioned in that item, unless the item specifically indicates that no response is needed. Vendors should use the format provided and add explanation details as necessary. The following answer key should be used when responding to the requirements:

- Y = This feature is provided.
- N = This feature is not provided.
- U = The proposed user tools can be used to provide this feature.
- F = There is a future plan to provide this feature - **specify anticipated release date.**
- M = Modification would be required at an additional cost - **specify estimated cost.**

V. CAD REQUIREMENTS – FIRE AND POLICE

The following requirements are for both Police and Fire. Specifics for each department will be broken down accordingly.

Additionally, as Police and Fire will be sharing a CAD system, they will both be required to see only their appropriate dispatched and stacked items. There will be minimal cross viewing of data. Security in this area is imperative.

<i>CAD Requirements – Fire and Police</i>		<i>Y</i>	<i>N</i>	<i>U</i>	<i>F</i>	<i>M</i>	<i>Comments</i>
Presentation and Data Entry							
1.	Provide a response (compliance) code for each, as well as a response illustrating the level of compliance of the proposed solution. The operator (call taker, dispatcher, and supervisor) may input data and interact with the system using the following methods:						
	a) Descriptive forms and dialog boxes	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	b) Efficient use of the mouse and tab keys	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	c) Buttons to select options	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	d) Pull-down and pop-up menus to navigate	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	e) Scroll bars for positioning	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	f) Drop-down lists and combo boxes to make selections	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

<i>CAD Requirements – Fire and Police</i>		<i>Y</i>	<i>N</i>	<i>U</i>	<i>F</i>	<i>M</i>	<i>Comments</i>
Presentation and Data Entry							
	g) Right mouse button and context menus to select options (the subset of commands for the context menus should be configurable)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	h) Function keys	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	i) Copy, cut, and paste operations	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	j) Screen icons, on either the dialogs or the map	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	k) Command line interface supporting both positional arguments requiring fewer keystrokes by a user and also non-positional fields using field identifiers	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
2.	The system must display a blank event entry dialog to be used to add new events.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
3.	At a minimum, the fields listed below must be provided for recording information about the event. In addition, navigation between fields must be rapid and intuitive.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	a) Location of the event	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	b) Type of event	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	c) Subtype of the event	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

<i>CAD Requirements – Fire and Police</i>		<i>Y</i>	<i>N</i>	<i>U</i>	<i>F</i>	<i>M</i>	<i>Comments</i>
Presentation and Data Entry							
	d) Remarks associated with the event	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	e) Name of the caller	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	f) Address of the caller	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	g) Telephone number of the caller	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	h) Source of the call (such as E-911 or 7-digit)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	i) Priority of the event	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	k) Event service and routing information (such as dispatch group, district, and agency response)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
4.	Dispatch and Call Taking are two different functions.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
5.	The operator must be able to change any field on the event entry dialog before data is accepted, such as changing the incident type to another defined valid type.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
6.	Graphical and other attributes must be configurable, using parameter files to change settings. Configurations must be accomplished using COTS software tools.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

CAD Requirements – Fire and Police		Y	N	U	F	M	Comments
Presentation and Data Entry							
7.	When inputting call information into a field auto-fill from the initial character strike should be available.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
8.	Text validation is requested along with spell check. Spell check is not required on all entries, however it should be optional based on user preferences.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
9.	Any transaction in CAD should be automatically date and time stamped with an audit trail for every call that has been entered in to CAD.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
10.	Date and time stamps, as well as comments, can not be changed once the call is entered.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
11.	There should be an unlimited amount of comments available for call taking and dispatch functions and are not editable once entered.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
12.	All comments entered through CAD must be immediately available to dispatchers.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
13.	Call For Service (CFS) entry codes are agency defined for command line entry and supports pull down menus and auto fill text features.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

<i>CAD Requirements – Fire and Police</i>		<i>Y</i>	<i>N</i>	<i>U</i>	<i>F</i>	<i>M</i>	<i>Comments</i>
Presentation and Data Entry							
14.	CFS codes must be converted from current alphanumeric codes to numeric codes to comply with UCR and NIBRS reporting. Users are not responsible for knowing the UCR and NIBRS codes, and should run behind the scenes.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
15.	Windows will be customizable based on the individual's requirements and will follow each individual call taker and dispatcher. It shall not be dependant on what their function is at that particular shift	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
16.	Police currently have screens know as "TX" screens. These screens provide information based on its corresponding code, i.e. TX PD gives all entered police department phone numbers. These screens or their equivalent need to be available with the ability to edit and create these lists based on user permissions.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
17.	Ability to have multiple windows open to perform searches and inquiries without losing the current window or invoking additional licenses or losing what is active in the current dispatch/call taker screen.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

CAD Requirements – Fire and Police		Y	N	U	F	M	Comments
Presentation and Data Entry							
18.	NCIC and State information populate CAD records with a date and time stamp as well.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
19.	Ability to run multiple queries, to include state motor vehicle and criminal history, from one request.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
20.	Anytime a name and date of birth (DOB) are entered, the system should return any warrants.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
21.	If inputting a plate, the system should return the listing, if it's stolen or not, and license & warrant checks on the registered owner. All information to be added to CAD with date/time stamps.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
22.	Interface with Cardinal Tracking System which would automatically check any license plate entered for a match with the "Boot" or "Scofflaw" list.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
23.	Ability to search from any field or any combination of fields.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
24.	The system shall have ability to identify officers by their last name as opposed to an ID number.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
25.	Ability to issue separate case numbers and incident numbers.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

<i>CAD Requirements – Fire and Police</i>		<i>Y</i>	<i>N</i>	<i>U</i>	<i>F</i>	<i>M</i>	<i>Comments</i>
Presentation and Data Entry							
26.	Ability to re-open calls using a prior case number.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

<i>CAD Requirements – Fire and Police</i>		<i>Y</i>	<i>N</i>	<i>U</i>	<i>F</i>	<i>M</i>	<i>Comments</i>
Stacked Calls and Status Screens							
27.	Ability for Police and Fire dispatch centers to continue to use a status screen, which will be agency configured and not require any interaction from users. It will update the status dynamically through the day.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
28.	Ability to see all of our stacked calls at all times.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
29.	Stacked calls should change color and state based upon agency requirements. This should be configurable.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
30.	Status updates on units must be agency definable by shift and call for service	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
31.	Ability to keep one main status screen for all users. This should be agency definable and easily configured.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
32.	Status Screen should include:						
	a) Case # and or Incident #	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	b) Officer Name ('s)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	c) Call for Service	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	d) Unit down time & Elapsed time	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	e) Command Code	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

<i>CAD Requirements – Fire and Police</i>		<i>Y</i>	<i>N</i>	<i>U</i>	<i>F</i>	<i>M</i>	<i>Comments</i>
Stacked Calls and Status Screens							
	f) Number of callers	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	g) Any additional information (configurable by agency requirements)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
33.	The main status screen should display calls in accordance to priority and location. This will be a configurable based on agency requirements.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
34.	Status screen should also be configurable by each individual.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
35.	Call information should be available by clicking on the item. It should not change the view of the status screen.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
36.	Status screen must update unit status or any trackable condition change immediately based upon agency requirements.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
37.	All units assigned to a dispatch group must be displayed within a status dialog for the workstation(s) assigned to that group.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
38.	The system should support dynamic lists within the unit status dialogs and provide the capability to display more than one unit per line and to allow more units to be displayed.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

<i>CAD Requirements – Fire and Police</i>		<i>Y</i>	<i>N</i>	<i>U</i>	<i>F</i>	<i>M</i>	<i>Comments</i>
Stacked Calls and Status Screens							
39.	The following are additional requirements for dynamic lists within unit status dialogs:						
	a) Multiple instances of unit status dialogs should have separate selection and sorting criteria	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	b) Multiple status dialogs should be color-coded based on status	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	c) Timers based on status should be supported using multiple status dialogs	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
40.	The system should be capable of displaying unit data for those not under the operators direct control, so that an operator may query information about those units.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
41.	The system must allow the operator to interactively sort the status dialog by items such as unit identification, location, or status.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
42.	A unit's status must be indicated on the associated map screen by the same color used on the unit status dialog. The map screen must also display the unit number and use an icon to indicate the type of unit	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

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Stacked Calls and Status Screens							
43.	The system must have the capability for the operator to manually move unit/event symbols on the map display	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
44.	When a unit's status is changed to "arrived", the unit symbol must be automatically placed at the location of the event on the map screen, provided the event location was verified at creation. The symbol remains there until moved or removed by another command.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
45.	To provide agency-unique timers, customer-defined timers must be provided for events. An alert field on the status monitor must give a visual alarm when a status timer expires.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
46.	The system must provide a command to change the location of a unit within the event. The command must be date/time/operator-stamped as a status change.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

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Geo Validation and Location Determination							

<i>CAD Requirements – Fire and Police</i>		<i>Y</i>	<i>N</i>	<i>U</i>	<i>F</i>	<i>M</i>	<i>Comments</i>
Geo Validation and Location Determination							
47.	All addresses may be verified off of the City of Manchester GIS maps.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
48.	If one of the two streets in an intersection entry is invalid, CAD must supply all streets intersecting with the correct street that starts with the first letter of the incorrect entry.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
49.	CAD must give suggested units for each call based on location/route and CFS.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
50.	If address has no soundex alternatives, automatic alpha list must be supplied	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
51.	CAD should allow for entering business names instead of exact addresses. If more than one common name exists, system shall prompt selection from all available choices.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
52.	The location of an incident may be entered on the event entry screen by street address (including street number, street prefix, street type, street name, street suffix, and area).	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
53.	The location of an incident may be entered on the event entry screen by intersecting streets.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

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Geo Validation and Location Determination							
54.	The location of an incident may be entered on the event entry screen by commonplace name.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
55.	The location of an incident may be entered on the event entry screen upon receipt of a call based on an alarm. The system should handle these calls as “special addresses”. For example, if a call is received from a third party in response to an alarm in that location, the system should be able to resolve the location.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
56.	The location of an incident may be entered on the event entry screen by pointing to a location on the map screen with the mouse. The location can be either a street segment or a map feature, such as a symbol representing a hospital.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
57.	The location of an incident must automatically be determined to be valid or invalid, by searching the CAD database. The operator must be able to manually verify the location prior to, or without creating an event.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

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Geo Validation and Location Determination							
58.	Comments may be added after the location data to further describe the actual location. These comments must be separated from the address by some type of delimiter and must not affect location validation.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
59.	Separate data entry fields must be provided for Automatic Location Information about the caller and the location of the incident, allowing the caller to report an incident at another location.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
60.	A location validation function must search the CAD database for the location, as entered on the event entry dialog, to make sure it is valid. The operator must be able to manually verify the location prior to, or without creating an event.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
61.	The operator will be able to override a failed location verification. Each time an operator is required to override to enter an address, an entry will be recorded in the database for administration reporting purposes as to which address(es) failed to verify.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
62.	The location verification process must perform the following functions:						

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Geo Validation and Location Determination							
	a) Attempt to find an exact match for the location as entered.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	b) Display a list of possible matches if an exact match is not found, and allow the operator to select the correct choice from the list. This list must be based on a “Soundex” search of the street name or commonplace name and must allow for address parsing.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	c) Fill in the location field on the event entry dialog with the selected location, spelled correctly.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	d) Allow for the display on a graphic map of an indicator pointing to the verified location. The map must be positioned to show the location. The field of view for the map shall be user-configurable by workstation (area and level of detail) and show all other events and active units that fall within this field of view.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

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Geo Validation and Location Determination							
63.	Each time an event address is accepted into the system, the presence of any data that may be associated with the address must be retrieved and visually indicated. This information may reference previous call history, hazardous materials, special instructions, wanted parties, graphic floor plans, drawings, or other information.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
64.	The dispatcher must be able to recall this related information with a single command. If an operator views this data, that action will be recorded in the chronology of the event.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
65.	The operator should be able to add a remark to recalled location information when the information is related to a special situation associated with the location.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
66.	Hazard data retrieved during location information look up will include hazards created for the specific address or hazards created for the area in which the address is located.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

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Locating Resources							
67.	The operator must be able to find personnel by name, whether they are signed onto workstations or assigned to units. The command must also display any special skills of the individual.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
68.	The operator must be able to display a list of all operators. The list should show whether the operators are logged on or not logged on. The function should assist the operator in determining operator skill(s) as well as the specific workstation assigned.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
69.	The system should provide the operator with the ability to look up employee information based on employee ID.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

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Locating Information							
70.	System should have the ability to create and enter information in a scratch pad type file. The information should be maintainable by category or subject.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
71.	The operator should have the capability to recall information stored in a scratch pad when needed.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
72.	The operator should have the capability to attach a file to a scratch pad entry, such as a file created using a word processor.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

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Call Taking and Event Creation, Entry, Transfer, Pending, Priority, Unit Recommendation and Chronology							
73.	During the event creation process, if the operator attempts to create an event for an agency/dispatch group that has no dispatchers logged on for that agency/group, the system should provide the ability to allow the operator to select from a list of valid dispatch groups. The selection process should allow the operator to select among valid agency/dispatch groups that have dispatchers active.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
74.	The system must detect and display a list of active events in the vicinity of a current call. This display must occur automatically after a location is verified, but prior to event acceptance into the system. This screen must also be available by invoking a separate command. The operator must be able to review (drill-down to) the details of the active events from the list.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

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Call Taking and Event Creation, Entry, Transfer, Pending, Priority, Unit Recommendation and Chronology							
75.	The system must generate a list of near-by calls for a specified radius surrounding the event. The near-by calls must also be graphically displayed on the map screen. The area (range or radius) the window displays should be configurable based on geographic location. Also, the nearby event radius and special situation look up range should be configurable based on either event type or geographic area.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
76.	The system must allow the operator to identify which event from the nearby list is a duplicate of the call being entered. All of the duplicate call information entered must be appended automatically to the original event.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
77.	There must be a command that can cross-reference an event to a duplicate event. The duplicate event must be canceled, the original event must remain active, and both event history records must be marked accordingly. Both records must be available for future reference.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

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Call Taking and Event Creation, Entry, Transfer, Pending, Priority, Unit Recommendation and Chronology							
78.	The system must allow an operator to cross-reference one or more events to an event record. An inquiry into any one of the cross-referenced events will produce a list of all the cross-referenced events.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
79.	During event entry, the operator must be able to set aside an incomplete event in order to take a higher priority call. The set aside event must be held until it is retrieved from the stack. Other positions must also be allowed to retrieve the event. No loss of information must occur during this process.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
80.	There must be a timer associated with “set aside events” so that the operator and the appropriate supervisor are notified should an event exceed the determined value.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
81.	A call taker must be able to enter a “hot call” with minimal information (location and event type), send it to the dispatcher, then continue updating the call with the additional emergency information. The dispatcher will then be informed of the updated information.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

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Call Taking and Event Creation, Entry, Transfer, Pending, Priority, Unit Recommendation and Chronology							
82.	The user must be able to transfer an event to another dispatch group. The new dispatcher must then have control of the event and all units assigned to that event.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
83.	The system should support the capability to “loan” a unit to another dispatch group. Units assigned to another dispatcher must either be returned to their regularly assigned dispatcher after clearing from the event or stay permanently in the new dispatch group.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
84.	The system must give a visual and/or audible indication to the dispatcher(s) each time a new event is routed to that workstation or group. The indicator must remain until the dispatcher displays the new event. (Note: If two dispatchers get the event, the event will be new for each of them until each reads that event on their own workstation).	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

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Call Taking and Event Creation, Entry, Transfer, Pending, Priority, Unit Recommendation and Chronology							
85.	The dispatcher's screens must display a list of pending events (events not yet dispatched) showing, at a minimum, the event location, type, priority, event number, status, and number of minutes in its current status. A visual indicator must also be provided to indicate that an event has exceeded the predetermined time in its current status. An event will be removed from the pending list when it is dispatched, canceled, or transferred to another workstation.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
86.	When a dispatcher selects an event from either the pending events display or the unit/events display, the event data will be displayed in the Dispatcher's main form and will not require the use of a separate window for processing the event.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
87.	The order of pending events must be user-definable.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

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Call Taking and Event Creation, Entry, Transfer, Pending, Priority, Unit Recommendation and Chronology							
88.	The system must allow events in the pending list to be held for a specific time and/or for a specified unit. Once the conditions of the hold are met (time is reached or the unit is available), the event must be placed in its proper place in the pending list	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
89.	Events in the pending list must be color-coded based on status.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
90.	Events in the pending list must have a pre-established alphanumeric status code to indicate the following:						
	a) New event/not reviewed	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	b) Reviewed/still pending	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	c) Held for unit and/or specific time	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	d) Agreed response events	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	e) Station Alert	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
91.	The color status used in the pending queue should be the same as the event icon color on the interactive map display.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

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Call Taking and Event Creation, Entry, Transfer, Pending, Priority, Unit Recommendation and Chronology							
92.	An emergency event function must be provided to automatically raise an event to the highest priority and place a pop-up dialog notifying the appropriate workstation(s) of the emergency.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
93.	The system must automatically assign a priority to each new event. Default and manually entered priorities and agency definitions related to the selected incident must be displayed on the event entry dialog.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
94.	The event priority must be based on the event type and agency identification.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
95.	In multi-agency settings, each agency must be able to assign a unique priority to the same event type.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
96.	The operator may elevate or lower the assigned priority of any event.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
97.	The system must recommend units to be dispatched for selected events based on the following information:						
	a) Location of event	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

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Call Taking and Event Creation, Entry, Transfer, Pending, Priority, Unit Recommendation and Chronology							
	b) Status of unit	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	c) Type of event	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	d) Priority of event	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	e) Type of agency	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	f) Unit's assigned area	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	g) Type of unit	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	h) Response list	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
98.	The system must be configurable to allow only available units to be recommended or to allow all units to be considered for recommendation. The system should be able to recommend based on priority of assigned event and status of unit.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
99.	A single command must be available to dispatch all recommended units to the event.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
100.	The system must allow the operator to dispatch the total recommendation, to accept only selected units, or to override the entire recommendation.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

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Call Taking and Event Creation, Entry, Transfer, Pending, Priority, Unit Recommendation and Chronology							
101.	The system must be capable of providing location-specific recommendations for all event types, as well as the default recommendations described above.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
102.	Location-specific recommendations must be user-defined to exact address and/or geographic area and must allow for the recommendation of a unique number, combination, or unit response order.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
103.	A command must be available to allow the dispatcher to recommend units with particular characteristics to fill specific incident requirements. The dispatcher specifies special attributes, such as skills and equipment, when the command is issued.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
104.	The system should also provide the capability to establish response lists so that when the operator asks for the recommendation, the system will automatically recommend a response. For example, events defined as requiring 2-units manned with individuals that are CPR-certified.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

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Call Taking and Event Creation, Entry, Transfer, Pending, Priority, Unit Recommendation and Chronology							
105.	The system must allow for recommendation of the unit closest to the event by actual travel distance not “as the crow flies”.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
106.	The system must be able to increment the alarm level of an event and recommend units to respond to the greater alarm.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
107.	The system must be able to respond properly based on event type, location, and type of location. For example, there must be a greater automatic or recommended response for a fire at a school than for a fire at a 1-unit residence.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

<i>CAD Requirements – Fire and Police</i>		<i>Y</i>	<i>N</i>	<i>U</i>	<i>F</i>	<i>M</i>	<i>Comments</i>
Call Taking and Event Creation, Entry, Transfer, Pending, Priority, Unit Recommendation and Chronology							
108.	The system must provide an Estimated Time of Arrival (ETA) for lower priority calls (user-definable) when the call is entered. The ETA must be based on a historical performance of similar calls (ETA may or may not be given to the caller). A table must be provided to allow all ETA calculations to be loaded. If the ETA is exceeded, the system must generate a message to the controlling workstation, notifying the operator (the operator may or may not advise the caller that the ETA has been exceeded). The operator should then be able to send a message to the call taker to initiate a callback. ETA determination should consider current workload and officer activity including pending calls and availability.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

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Call Taking and Event Creation, Entry, Transfer, Pending, Priority, Unit Recommendation and Chronology							
109.	The operator must have the ability to establish an agreed-upon response time to an event at the time of entry. In this case, this response time will override ETA calculations made by the system. System prompts will then be based on the agreed-upon response rather than the standard ETA.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
110.	A method must be available to enter radio broadcast information, disseminate it to all dispatch positions, associate it with an event, and later recall it with a search form.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
111.	A command must be available to indicate that broadcast information exists concerning an event and that the event is being held for later dispatch or cancellation. This activity must be written to the event history record.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
112.	The system must provide a method of defining multiple situation and resource specific deployment schemes or plans.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

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Call Taking and Event Creation, Entry, Transfer, Pending, Priority, Unit Recommendation and Chronology							
113.	The dispatcher or supervisor shall be able to cancel events, with the reason for cancellation duly noted in the event history record.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
114.	A call taker workstation may request the cancellation of an event. This request must be automatically sent to the assigned dispatcher for cancellation.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
115.	Supervisors must be able to revoke a cancellation request.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
116.	The operator should have the ability to select a disposition code for canceled events if desired.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
117.	Closed events may be reopened and handled in the same manner as new events.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
118.	The system should provide the capability to display supplemental information related to events, such as person, vehicle, property, contact information, and towing information.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

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Call Taking and Event Creation, Entry, Transfer, Pending, Priority, Unit Recommendation and Chronology							
119.	The system should provide the capability to automatically display supplemental information.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
120.	The operator should be able to turn on or turn off the automatic display of supplemental information.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
121.	The system should provide the capability to configure which supplemental information will cause the dialog box to display automatically.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
122.	A command must be available to log an event into the system for historical purposes, even if the event requires neither a field response nor a written report.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
123.	Operators must be automatically notified visually and, as an option, audibly each time an event they are controlling is updated.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

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Call Taking and Event Creation, Entry, Transfer, Pending, Priority, Unit Recommendation and Chronology							
124.	“Pop-up” supplemental data entry dialogs with on-line search capabilities for suspect, vehicle, and property description information must be provided as part of the system. This information must also be made a permanent part of the event record. The individual data fields and the order of entry must be user-definable.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
125.	The system must allow the dispatcher to enter a “situation found” code into the event record after being advised by the responding unit that the event is not of the original type dispatched. The new “situation found” must be appended to the event record, but must not change the event type entered.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
126.	The system must provide a command to mark “fire under control”. Use of this command will update the event history record with the time, date, operator identification, and position. This label should allow for text changes to accommodate other uses.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

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Call Taking and Event Creation, Entry, Transfer, Pending, Priority, Unit Recommendation and Chronology							
127.	A command must be available to cross reference two or more events.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
128.	Call timers should time stamp every action taken in the handling of a call.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
129.	Call Taker screen must have an unlimited text field for comments. All comments entered must have an audit trail of date, time and user who entered them.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
130.	The system should be able to schedule calls for future dispatch (i.e. Parades, funerals, fairs, etc.) and assign to a specific unit.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
131.	The system should be able to dispatch a list of all scheduled calls.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
132.	The icons used on the map should be agency definable.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
133.	The system must be able to exchange one unit with another, automatically recording in history that the first unit was initially dispatched and then switched with the second unit.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

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Call Taking and Event Creation, Entry, Transfer, Pending, Priority, Unit Recommendation and Chronology							
134.	Call takers should have the ability to add more than one complainant. This should display on the dispatch screen. The added complainant should show up in a manner to the dispatcher that is user definable (blinking/different color etc.)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
135.	As calls are entered any potential associated call must be made known to the Call Taker/Dispatcher.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
136.	The following information must be maintained with each CFS/event:						
	a) NCIC Responses	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	b) All Known Associated Persons	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	c) Special Response Information	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	d) Unit Recommendation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	e) All Associated Vehicles.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
137.	The system should allow a CFS to be canceled prior to dispatching it, recording the activity in history.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

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Dispatching and Control Functions							
138.	System must support multi agency dispatch.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
139.	When units are dispatched, the system must take the following actions:						
	a) Remove the event from the pending list.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	b) Update the event history record.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	c) Update the appropriate unit history record(s).	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	d) Update the status of the dispatched units on the status dialog and in the map window (all maps windows if multiples are displayed).	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	e) Start the status timer for the associated unit(s).	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
140.	A command must be available to assign primary unit and primary member for a unit. The CAD system should provide the capability for the operator to modify these fields in the event.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

CAD Requirements – Fire and Police		Y	N	U	F	M	Comments
Dispatching and Control Functions							
141.	A command must be available to dispatch a pre-defined group of units (such as a task force) as a single entity. This command must display status, location, and information that may affect the decision to dispatch all units assigned to the task force. The operator must also be provided with a list of all task forces defined in the system.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
142.	The system must support the assignment of multiple events per unit, particularly in cases where several events may overlap. For example, in instances where the unit is to be used more for transporting rather than for emergencies.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
143.	The system should include the following functionality in making unit recommendations for an event:						
	a) Take into account units already assigned to an event.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	b) Allow alarm levels to be skipped when recommending units.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	c) Provide a means for dispatchers to look ahead to a greater alarm level to see the balance of units that would be needed for that alarm level.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

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Dispatching and Control Functions							
	d) Increase the information fed back to the dispatcher to help clarify why each unit was recommended.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	e) Add comments to the event detailing which units were recommended and which unit classifications, if any, were not filled.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	f) Add the ability to define unit classifications which call for specific unit IDs or Stations Ids.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	g) Add a comment field specific to each response list and support double clicking in the comments on the dialog to launch viewer applications if the comment contains a file name.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	h) Support a method for recommending units by giving distance to event or beat order precedence over unit classification row order; method used should be selectable when the unit classification is defined.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

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Dispatching and Control Functions							
	i) Support an option to recommend units regardless of their current assignment (useful when not enough units are available for a critical event).	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
144.	The system must provide commands to support the following unit control functions:						
	a) Place a unit enroute to the scene.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	b) Pre-empt a unit from an assigned event.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	c) Place a unit on the scene of an event.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	d) Clear a single unit from the scene.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	e) Clear all units from the same event.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	f) Allow a unit to be available on the scene.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	g) Allow a unit to be unassigned and unavailable for recommendation.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	h) Place the unit available on foot patrol or bike patrol.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	i) Place the unit available on pager.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

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Dispatching and Control Functions							
	j) Place the unit available on a mobile data terminal (MDT).	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	k) Place the unit available in quarters.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	l) Place an emergency medical services (EMS) unit available as a first responder only.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	m) Place an EMS unit available for emergencies only.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	n) Denote that a unit is transporting from one location to another.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	o) Assign a unit(s) to back up or assist another unit, enroute or on the scene.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	p) Place a unit out-of-service when it is unavailable on an activity not defined as an event.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	q) Transfer the control of a unit from one dispatch group to another.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	r) Transfer the control of a unit among agencies.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	s) Log units on and off the system.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	t) Log groups of units on and off the system.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

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Dispatching and Control Functions							
	u) Allow one unit to cover the assigned area of another unit.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	v) Add or change information about a unit.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	w) Warn the dispatcher automatically of any information related to a unit that may impact the unit's utilization.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	x) Allow a unit to report an event to the dispatcher and assign itself to that event (unit-initiated event).	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	y) Provide a visual alarm indicator when a unit's status has not changed within a predefined time. The dispatcher must have the ability to reset this timer.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	z) Allow two units to exchange their status with a single command.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	aa) Relocate available units from one geographic position or location (for example, station) to another.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	bb) Relocate moved units back to their station.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	cc) Display relocated units.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

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Dispatching and Control Functions							
	dd) Recommend units for a greater alarm level.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	ee) Allow a disposition code to be added to an event.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	ff) Allow a unit to be put in a “special contact” status.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	gg) Allow a unit to be placed in a status with a third party in the unit.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	hh) Allow the operator to record a unit status of acknowledge and set a timer for the status.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	ii) Support configurable status codes that will allow the operator to change the unit status.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
145.	The system should support existing agency codes i.e. Calls for Service, Disposition etc.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
146.	The ability to review all comments for active calls and add new comments that are date and time stamped.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
147.	Ability for more than one person to simultaneously operate each of the CAD formats.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

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Dispatching and Control Functions							
148.	View call logs and history without closing or losing entry information.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
149.	If the system goes down, can calls be entered once the system resumes?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
150.	Flags & Hazard notification from main dispatch screen must be automatic.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
151.	Flag and Hazard notification must be user configurable.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
152.	CAD must report premise history upon receiving a verified address or validated area such as Union/Hanover.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
153.	Notification of past activity must accompany an address for 24 hours or as defined by our agency.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
154.	The ability to do a perimeter search of flags and hazards from a particular address or street intersection. The radius of the search must be user configurable.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
155.	Flags and hazards must also show not only the single apartment, but the those in the entire building.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
156.	Flags and hazards must also be user definable on the fly.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

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Dispatching and Control Functions							
157.	Ability to review certain fire hazards such as flammable materials in basements etc. Fire must also be able to view flags such as dogs, firearms etc. This should be agency definable.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
158.	Flags and hazards must also be available from our maps.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
159.	Perimeter flag and hazards searches would be helpful from our maps.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
160.	Flags and hazard should have an option for expiration dates.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
161.	Flags can be different for each location based on whether the location is searched by address or business name. i.e. The Mall. When the address is entered i.e. The Mall, all the flags located at that specific address need to be displayed, and show which store they belong too. i.e. The Mall: Hazard: Tom Jones – trespass for JCPenney, not just Tom Jones – Trespass	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
162.	We need an unlimited text field for Hazards and flags.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

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Dispatching and Control Functions							
163.	Flags and Hazards should be linked to names as well as location, i.e. 123 Smith Rd, Jon Jones has a gun. This should be easily searchable for either Jon Jones or 123 Smith Rd.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
164.	Need to be able to see all contact for a given address.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
165.	Need to be able to see all contact for a given person.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
166.	The ability to assign detail officers by badge number or call sign and have the ability to view them on the status screen.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
167.	Auto-populate badge number or call sign based on officer.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
168.	Dispatcher needs the ability to update a unit via command line or single mouse click	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
169.	Each entry should expand a window for structure input of related information	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
170.	The flow of entry is important. Each entry must flow as to call information and should be configurable according to each individual user.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

<i>CAD Requirements – Fire and Police</i>		<i>Y</i>	<i>N</i>	<i>U</i>	<i>F</i>	<i>M</i>	<i>Comments</i>
Dispatching and Control Functions							
171.	When the dispatcher updates a call, each window should expand with all available fields.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
172.	Each entry should be date and time stamped and have the user that updated the call with an audit trail.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
173.	Dispatcher can create an officer-initiated event.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
174.	Dispatcher will have the ability to place a new shift on duty without affecting any of our mobile applications or affecting current staff on duty.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
175.	Dispatcher shall have the ability to assign new prime unit and/or disposition.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
176.	Dispatcher will be immediately notified when a call taker or other updates a call. This notification shall be user definable.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
177.	When updating or adding data to an existing call for service an audit trail must accompany entry	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
178.	Locate a call for service using a call number.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

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Dispatching and Control Functions							
179.	Dispatcher must have the ability to locate the most recent Call for Service for a given patrol unit after the unit has cleared.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
180.	Dispatcher should have the ability to assign more than one officer to a patrol unit.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
181.	When reviewing calls, calls entered with common name must have the real address display with the common name.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
182.	Updating unit status should be a simple one click entry and follow our existing command codes	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
183.	The CAD format should be capable of displaying windows that supply the dispatcher with additional information without losing their current dispatch entry screen. This feature should be based on agency requirements	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
184.	CAD must keep, display and update the elapsed time on all units, and calls waiting for service. This must be done automatically based on agency requirements.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

CAD Requirements – Fire and Police		Y	N	U	F	M	Comments
Dispatching and Control Functions							
185.	CAD must have the ability to accommodate for special units that will always be considered “on-duty” (Detectives, traffic, Lieutenants, etc-. These units never have to be placed “on-duty” in order to be dispatched but can be used if needed.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
186.	CAD should accommodate these special units and should only appear when on a call or out of service. I.E. Direct patrol, special detail, etc.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
187.	CAD inquiries should be available from the dispatch function to include but not limited to:						
	a) Call log	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	b) Unit history review	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	c) Call detail	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	d) Names	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	e) Known persons	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	f) Warrants	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	g) Property	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	h) Personnel schedules	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

<i>CAD Requirements – Fire and Police</i>		<i>Y</i>	<i>N</i>	<i>U</i>	<i>F</i>	<i>M</i>	<i>Comments</i>
Dispatching and Control Functions							
	i) Personnel emergency information	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	j) Broadcast messages	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	k) Communication Log	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	l) Haz-mat	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
188.	Certain Calls for Service will not be assigned case numbers, instead they will just use an incident number. A short narrative should be available for comments on the call for research purposes.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
189.	Traffic stops will not generate case numbers, unless there is a pre-defined disposition such as an arrest, however, they must still check the vehicle file and be entered in the unit history file and plate file.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
190.	CAD should accommodate the ability to change primary unit and assign backup units.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
191.	Units on a call must have the ability to remain on the call and assign multiple calls for that unit, i.e. En route to HQ to do an arrest report and then make a traffic stop.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

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Dispatching and Control Functions							
192.	Units not on a call must have the ability to be made unavailable for dispatch while remaining on duty.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
193.	Assigned units to a call must have the ability to be preempted, and have the call return to the calls waiting for service stack or reassigned to another unit.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
194.	Unit timers will work independently of call timers.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
195.	When a vehicle plate is verified, all history on that plate must appear automatically including broadcasts and vehicle flags.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
196.	CAD must report persons with warrants that live at or are associated with the dispatched location.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
197.	When the Calls for service involve an alarm, registered alarm information must automatically be available to the dispatcher.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
198.	High priority calls not responded to by a dispatcher in a user defined number of seconds needs to generate an alarm, based upon agency requirements.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

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Dispatching and Control Functions							
199.	Priority calls based on our requirements will either show as a different color or blink. This will be configurable by our agency.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
200.	Need the ability to create case numbers based on changes made to original incident number .	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
201.	When verifying a person, the system should check in house records, as well as NCIC and State databases available. This should be done either with a check box option or pull down menu returning the picture to the dispatcher's screen.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
202.	Master Name Index should be cross-checked automatically when entering a person's name and date of birth to eliminate duplicates. If a duplicate occurs, an easy merge step should be included and all information should transfer over to the correct MNI. An Audit trail must accompany that merge.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
203.	Photos should have the ability to appear on any screen in dispatch as long as one is attached to a persons name index.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

CAD Requirements – Fire and Police		Y	N	U	F	M	Comments
Dispatching and Control Functions							
204.	Ability for a user to lock their screen in case they need to move to another position. By locking their screen it will allow another user to log on to that computer and have their own settings appear. When all users return to their initial spots, they should be able to return to their last know screen easily.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
205.	Users also need multiple log-in.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
206.	Separate field for first and last name field, as well as a business name field.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
207.	CAD should default the disposition codes according to CFS types with ability to be easily over-ridden and changed once the call has been cleared with an audit trail.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
208.	CAD should allow for multiple searches of incidents based on and combination of fields, IE location / geocode / Officer / date / CFS.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
209.	Ability to preempt units on a call.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
210.	Contact information for addresses needs to be time/date stamped for dispatch to see how old the information is.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

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Dispatching and Control Functions							
211.	Ability to find all business or apartments for a given address (i.e., our Mall has about 80 business and all stores need to display or have the ability to display.) If the store or apartment number is not there, does the ability to over-ride system and enter it exist?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
212.	Currently, when a vehicle is “red-tagged (given 24-hours notice to move)” by an officer, information is hand-written into a “red-tag” book. Can the system prompt the dispatcher (before clearing the call) on an abandoned vehicle call for service to “ask” if the vehicle was red-tagged or not so reports can be run on all vehicles that were red-tagged?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

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CAD Inquiries							
213.	The CAD system must be able to display event data by specifying criteria about the event, when the event number is unknown (such as time and date, type, reporting area, and/or location).	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
214.	The CAD system must be able to retrieve the history of an event, showing an audit trail of all entries with date and time stamps generated during event processing.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
215.	The CAD system must be able to display a summary list of all events by agency, dispatch group, active/pending, priority, and event type.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
216.	The CAD system must be able to display the history of a unit for a specific date or time range.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
217.	The CAD system must be able to display a “snapshot” summary of all logged-on units.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
218.	The CAD system must be able to search the database for a specified type of equipment and display all units that contain that equipment.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

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CAD Inquiries							
219.	Complex searches and queries (such as unit histories, event summaries, and unit summaries) must occur in parallel to normal workstation processing, such as call taking, dispatching, and supervisory functions, and be performed at a low enough priority to not impact the operator's workstation while performing any other tasks.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
220.	The database system must be open, widely used, be based on the relational data model that provides for standard SQL access, be ODBC-compliant, and not proprietary to a single hardware platform or operating system.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

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Administrative Reporting Functions							
221.	Report for total number of calls per hour of the day or predetermined blocks of time.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
222.	Report showing the amount of time individuals were logged onto the system.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
223.	Report showing operators by “position assignment” for a specified time period.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
224.	An error log, showing position, time, date, and operator identification, for invalid logon or password attempts or for insufficient security access to the terminal.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
225.	Report of number of events in the system by priority for the specified time period.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
226.	Report of number of events by source, time of day, and day of week.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
227.	Report of number of events by operator and source.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
228.	Report of average response time by agency and hour of day.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
229.	Report of total number of calls by agency and event type for the specified time period.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

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Administrative Reporting Functions							
230.	Report of the history of an officer's CAD-related activity for a specified date.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
231.	Report of the history of a CAD operator's activity, showing time logged on and off and positions worked.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
232.	Report of CAD system status changes that cannot be associated with specific events or units. These system history changes must include CAD operator sign on/off and unit and group log on/off.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
233.	Report data and associated time factors based on event types selected by the operator for study.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
234.	In addition to the above reports, the system must provide the ability to easily generate ad hoc reports on any information included in system. This reporting system must be able to graphically display report results and must include the ability to generate map-based reports. The report output must be capable of being "cut and pasted" into standard office automation products that comply with OLE and must be able to be sent via e-mail.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

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Administrative Reporting Functions							
235.	The system must provide a “snapshot” of resource deployment (dispatch, event, and unit status) surrounding a particular event or time period. This is to assist in training, debriefings, or investigation.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

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Tow Rotation Functionality							
236.	Currently the Police Department uses MS Access to track and maintain a tow rotation. Tow rotation is based on a contract that the tow companies agree to. (See XII. GENERAL EXHIBITS, A. CITY OF MANCHESTER TOWING CONTRACT.) Can the system track and log every tow that is done, whether it is contract, abandoned or private?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
237.	Towing options should be available from the call taker and dispatch screens.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
238.	Company list should include tow company, address and up to three contact numbers, and an equipment list shall be mandatory on all towing screens.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
239.	When a tow is entered, in-house database for flags as well as State & NCIC checks for stolen vehicles should be automatically checked.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
240.	Can the system interface with Cardinal Tracking in order that any vehicle entered is automatically checked for being on the “boot list”?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

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Tow Rotation Functionality							
241.	Tow rotation should have the ability to be re-set based on rules of the contract.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
242.	The Plate or VIN field should be a mandatory field, but if the information is not available, and explanation field should be mandatory.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
243.	Each tow entry should be date and time stamped.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
244.	In addition to the date and time stamp there needs to be a date and time field for when the vehicle was towed.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
245.	Tow log and the CAD system are integrated so that if vehicle stopped has been towed, Dispatch can easily view this information.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
246.	On the Dispatch screen there should be an option for a tow, whether it be a check box or pull down selection.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
247.	When the tow option is selected, there needs to be three categories of tows: Contract, Abandoned, and Private. Each must have their own set of options that show up when one of the three are selected.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

CAD Requirements – Fire and Police		Y	N	U	F	M	Comments
Tow Rotation Functionality							
248.	Vehicle Year, Make, Model, Color, State, Plate, Plate Type and Vin shall be fields common to all three types of Ttw.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
249.	Private tows will issue an incident number.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
250.	Abandon vehicle tow will issue a case number.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
251.	Contract tows will have a corresponding case number, when dispatch is notified that the vehicle needs to be towed for an accident etc.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
252.	Private tow reasons to include but not limit to:						
	a) Private	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	b) Repossession	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	c) Miscellaneous	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
253.	Private tows will have a mandatory time towed and date towed as they may differ from the time the entry is made	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
254.	Location and comment field shall also be available for private tows.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
255.	Contract tow reasons to include but not limit to:						

<i>CAD Requirements – Fire and Police</i>		<i>Y</i>	<i>N</i>	<i>U</i>	<i>F</i>	<i>M</i>	<i>Comments</i>
Tow Rotation Functionality							
	a) Impounded	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	b) Accident	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	c) Arrested	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	d) Stolen	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	e) Blocking road/Misc/Hazard	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	f) Booted	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	g) Owner Notified	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	h) Snow Emergency	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	i) Unregistered	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	j) Misuse of plates	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	k) Violation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	l) No Parking Zone	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	m) Ability to check more than one reason.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
256.	A towed from and comments field will also accompany the contract tows.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
257.	Officer involved, case number and dispatcher shall also be mandatory for contract tows.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

<i>CAD Requirements – Fire and Police</i>		<i>Y</i>	<i>N</i>	<i>U</i>	<i>F</i>	<i>M</i>	<i>Comments</i>
Tow Rotation Functionality							
258.	Towing rotation is initially based upon alphabetical order. During the year a company may get suspended or removed from the rotation. This is permissible and shall be based on agency requirements.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
259.	Reasons a company can get suspended must be recorded, for example: Declining tows, customer complaints, over charging, required equipment not available, any violation of the contract.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
260.	If a tow is declined, a notification will be sent to the department designee for review. If a suspension is ordered, they shall click a box to suspend the tow company for a period of time. When the suspension is over, the company should automatically be put to the bottom of the tow list or put back in the normal spot in rotation.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
261.	There should be a way to over-ride the tow list. When a vehicle is impounded, the company is not charged for the tow and therefore should not lose their spot in line for a billable tow.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

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Tow Rotation Functionality							
262.	Over-rides and other tows need to be tracked as non-billable tows. They will show up in our system as such and when reporting shall show up as same, for non-billable items.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
263.	When the contract is up for renewal, if a company does not renew, there should be a way to remove them from the contract list without losing history etc.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
264.	When a company declines a tow, there shall be either a pull down menu, or an auto-text fill of reasons for the decline.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
265.	When a vehicle is impounded, a notification must go to the Traffic Division and all information must be available for them.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
266.	When impound is selected for reason for tow, the towing company shall not lose their place in the rotation.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
267.	Abandon Vehicle tow shall include:						
	a) Officers involved,	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	b) case number	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	c) dispatcher	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

CAD Requirements – Fire and Police		Y	N	U	F	M	Comments
Tow Rotation Functionality							
	d) towed from	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	e) comments	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
268.	One company tows abandoned vehicles. Their towing an abandoned vehicle should not effect their place in the normal rotation.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
269.	When each abandon vehicle plate/Vin has been run through the State and NCIC, any past owner information shall pre-fill a letter which will be generated with the pertinent information to have the vehicle picked up etc. (See XII. GENERAL EXHIBITS, B. ABANDONED VEHICLE LETTER.)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
270.	Searches shall be available on all fields.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
271.	Reports to include but not limited to:						
	a) All tows monthly by company with detail.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	b) Suspension list	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	c) Recovered stolen vehicles	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	d) Ability to search by any field and category by date etc.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

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Tow Rotation Functionality							
272.	A snow emergency tow should not effect a company's place in rotation.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
273.	Officers assigned to snow emergencies should be able to access snow emergency tow information from their PC or MPC.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
274.	Ability to identify vehicles which have been towed for a snow emergency and recovered by their owners.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
275.	Ability to generate a list of vehicles not yet recovered by their owners and which have been towed to tow company lots.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
276.	Towing information such as plate information must pre-fill towing screens	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

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Mapping							
Currently the City of Manchester is undertaking a GIS development project. The GIS is based on aerial photogrammetric mapping and includes layers for parcels, utilities, and roads. A street layer has been added for accuracy. The GIS is being implemented by a third party contractor, Camp, Dresser and McKee, using ESRI tools.							
277.	We require basic mapping functions.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
278.	The ability to zoom in and out of all maps, to include status maps.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
279.	Ability to display hazards, fire hydrants etc.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
280.	Ability to use the mouse to pan over an item and have a pop up box that displays the address or hazard at that location as well as business common name.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
281.	Do perimeter searches of areas, returning flags, hazards or any other alerts that may be visible.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

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Map - Graphics Display							
282.	The attribute data associated with a map must use the same relational database as the CAD system.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
283.	In order to minimize transactions over the network to the system file server and maximize the performance of the integrated map, the graphic map data must reside at each call taker, dispatcher, and supervisor workstation.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
284.	The map display must be fully synchronized with dialog display, so that both update at the same time and display the same information. Waiting on the map to display to update the display will not be acceptable.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
285.	The call taker position must provide an integrated fully functional map, be able to utilize either single-screen or dual-screen workstations, and provide the freedom for the operator to place the map window where needed.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

CAD Requirements – Fire and Police		Y	N	U	F	M	Comments
Map - Graphics Display							
286.	Once an event location is validated, the area of the call must be displayed on the map window and a symbol placed at the location. The system should average less than one second to display any event location.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
287.	The dispatcher workstation must consist of a 2-screen display.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
288.	The dispatcher must be able to configure the physical position of the following information to display anywhere on the dual screens:						
	a) Event entry/update/display	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	b) Pending events list	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	c) Event/unit status monitor	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	d) Fully interactive map	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
289.	The information defined in the prior item must be clearly visible to the dispatcher, without having to toggle or page through separate logical screen displays.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

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Map - Graphics Display							
290.	The call taker must have full interaction with both the event entry screen and the map display utilizing a single keyboard and pointing device.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
291.	The dispatcher should have full interaction with both displays using a single keyboard and pointing device.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
292.	The map must display the current status of all events and units by using graphic symbols and a full range of colors.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
293.	Event symbols must automatically be placed on the map when an event is accepted into the system at a verified location.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
294.	Operators must be able to place event symbols on the map at non-verified locations.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
295.	Both event locations and unit locations must be displayed at the same time and on the same map.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

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Map - Graphics Display							
296.	Incident flags and unit symbols on the map must use color to denote status and must use the same color scheme for status in the dialogs that display incident and unit status.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
297.	The system must allow the user to add additional graphics information to the map such as hospitals, HAZMAT locations, and fire hydrants, for example, to enhance the operator's efficiency.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
298.	Graphic symbols on the map display must operate as a graphic index to the relational database, by allowing operators to ask a question of the system by pointing to a symbol on the screen and being presented with database information about the symbol selected.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
299.	The operator should have the capability to save all of the current settings for the map, such as the area windowed, active levels, and what raster or reference files are attached. The operator should also have the capability to load and display the saved view.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

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Map - Graphics Display							
300.	The system must support the ability for the operator to create freehand graphics as a map overlay and store those graphics with an event, or as a named set.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

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Map - Control							
301.	There should be a single map for the CAD system containing all data that is used within the CAD system. The map should be integrated into the workflow so that the user interface is intuitive. The operator must not need to switch between CAD maps and GIS maps to obtain information. The map and dialog should act as part of a single system.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
302.	The system must support multiple map views and be able to display multiple map views simultaneously. The map views, dialog text, and lists within the CAD system should always be in sync with each other. Two different presentation mediums of the same data should not be different.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
303.	The speed of the map must match the speed of the other components in the system. It is unacceptable to have the operator wait for the map to update.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
304.	The system must allow, at a minimum, the following map control functions to be performed:						

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Map - Control							
	a) Zoom in or out of a selected map view	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	b) Turn on more graphic details automatically as the view zooms in (levels of detail are to be configurable, and operator must be able to override the default setting; for example, only major streets may be shown on a broad area map, with more streets and details showing as the zoom in occurs, until all data is shown)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	c) Window into a specified event, unit, or address	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	d) Window into a specified street	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	e) Allow event or unit symbols to be relocated or removed manually from the map	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
305.	The CAD system must have the capability to display raster images, such as aerial photographs or scanned topographical maps underlying the street map. The displaying of these images shall not effect the full synchronization of the map with the dialogs.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

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Map - Control							
306.	The right mouse button, when depressed, must bring up a configurable list of commands related to component in the map or forms over which the cursor is positioned (context menus). For example, by selecting a unit from the map with the right cursor, the most frequently used commands in CAD that apply to units will be available for selection by the operator.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
307.	A different or same view of the map must be able to be displayed in multiple windows.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
308.	Each map view must have the same functionality provided to a single map display.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
309.	Users must be able to cascade or otherwise simultaneously display multiple map views.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
310.	Operators must be able to size any window containing the map.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
311.	Operators must be able to drag and position the windows containing map views, including (on dual-screen workstations) movement from one monitor screen to another.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

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Map - Control							
312.	The system should provide the capability to display supplemental maps, such as building plans (unlimited number) that can be called upon demand.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

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Map - Inquiries							
313.	The system must permit the operator to query specific features on the map to determine the following:						
	a) Street names	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	b) Coordinate positions	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	c) Address ranges	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	d) Database information associated with any graphic feature or symbol	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	e) Event information associated with an event symbol	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	f) Unit information from the unit symbol	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
314.	The system must provide the capability for the operator to generate reports of database records associated with map features. A fence-type capability in which the operator selects the desired map features for the report is desired.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

CAD Requirements – Fire and Police		Y	N	U	F	M	Comments
Map - Inquiries							
315.	The system must provide routing information between any two points on the map. This function shall show the route on the map and provide written directions that may be read over the radio, sent to a remote printer and/or sent to a MDT or MCT. Calculating of routes “as the crow flies” will not be acceptable.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
316.	The routing capability must provide the ability to display the following described routes						
	a) Shortest distance	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	b) Minimum intersections	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	c) Minimum risks	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	d) Minimum time for arrival	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	e) Minimum turns	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	f) Unit location relative to the event location	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	g) Impedance factors such as rush hour traffic patterns	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
317.	The system must allow a road to be marked as blocked, and the routing function must route around this blockage.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

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Map - Inquiries							
318.	The road closure feature must display a user-defined symbol to graphically indicate road closure. The operator must be able to query this symbol and obtain the location, reason, time, and date of closure, as well as anticipated duration of the closure.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
319.	In addition to providing graphic information on routing, the system must be able to produce a set of textual directions for the route. The operator should be able to vary the level of detail in these instructions.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
320.	The system must be able to define the route by vehicle type being routed, considering height and/or weight limits of all roadways.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

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Map - Maintenance							
321.	The Bidder must supply all necessary mapping software to enable the System Administrator to maintain and update map features and associated geo-file data including the following capabilities:						
	a) Add street segments	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	b) Delete street segments	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	c) Edit a street segment	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	d) Edit street segment location information	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
322.	Provide the capability to assign street aliases at the segment level, for example support the definition of aliases on a segment-by-segment basis.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
323.	Edit location information for a whole street (such as change street names or update street alias names).	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
324.	Edit traffic information for a whole street (such as speed limits and weight, height, and width restrictions).	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
325.	Highlight on the map display any response designation.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

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Map - Maintenance							
326.	Display all streets for the highlighted zone.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
327.	Provide the capability to build the geo tables based on ESZs, polygonal response zones, or a mixture of both. Specific ESZs should be available to provide override capability for special addresses or intersections.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
328.	Geo tables based on polygonal overlays should reduce the time and effort required to generate a usable map and geofile and reduce the time and effort to maintain the geo data as agencies are added or response plans are changed.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

<i>CAD Requirements – Fire and Police</i>		<i>Y</i>	<i>N</i>	<i>U</i>	<i>F</i>	<i>M</i>	<i>Comments</i>
Mobile Computer Functionality							
<p>Currently the Manchester Police Department has a private 512K frame relay with a VPN backup to an off site location. The frame carrier is AT&T and the wireless technology is AT&T's Edge, with an average through put of approximately 100K dependent upon location or time of day.</p> <p>Mobile equipment installed: Xplore Genesys II Tablets, Windows 2000, Minimum Configuration 500Mhz CPU, 128MB Ram, 4 Gig Hard drive, external USB ports for software installation, external keyboard and touch screen capabilities for input. Quantity 39, Panasonic Tough book Model CF-29 Windows XP 1.3ghz CPU, 512MB Ram, 60 Gig HD, Touch screen and keyboard for input. Quantity 4</p> <p>Sierra Wireless Modems Model MP775 w/GPS.</p> <p>Manchester Fire has 4 Mobile Data Computers (MDCs) which are connected using CDMA technology to access our CAD system using a terminal emulation program (CRT) connecting to a terminal server. Our goal is to place MDCs in all emergency responding vehicles/apparatus.</p>							
329.	The interface for the computers in the vehicle must be windows based and easy to operate.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
330.	It should have the same Windows functions with check boxes and pull down menu.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

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Mobile Computer Functionality							
331.	Ability to check our in house database for warrants and any known flags as well as hitting the state/NCIC for other information when a name and date of birth are entered.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
332.	If the date of birth is not given or known, our in house database for similar names should be checked and list all with physical descriptors.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
333.	When the information sent receives a hit, it should fill all appropriate fields for later use in a report.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
334.	Information should not automatically be pre-filled in case it is the wrong person. An option will be selected to view and insert the information.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
335.	Additionally any related photos shall have an option for the officer in the vehicle. Only when they select the option to view will it pull down the photo.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
336.	When entering a license plate number it should return hits from our in house database as well as state/NCIC.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

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Mobile Computer Functionality							
337.	Additionally when checking a plate through NCIC, the registered owner's driver's license status should be checked.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
338.	In house listings should check gun permits, flags/hazards, known associates, etc	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
339.	Auto-populate MPC screen with updated information from CAD stations.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
340.	Silent Messaging...car to car, car to dispatch, car to in house workstation.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
341.	Integrated email.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
342.	Individual user profiles per MPC.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
343.	Ability to issue permissions based on a user by user basis.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
344.	Ability to see all stacked calls in vehicles.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
345.	Ability to filter stacked calls for each individual unit, by that unit, restricting other units from filtering on other units stacked calls.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
346.	Stacked calls refreshing dynamically without user interference.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
347.	Ability to select a call from stacked calls and not lose what is on the current screen.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

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Mobile Computer Functionality							
348.	Allow officer initiated calls based on agency requirements.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
349.	Ability to re-call information from previous calls without losing current call information.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
350.	Ability to do complex searches based on physical descriptors i.e. Scars marks and tattoos.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
351.	Ability to attach any NCIC/in house database information to any report done in the vehicle.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
352.	Need to do reports in vehicles.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
353.	Need specific forms in vehicles, i.e. Accident reports with drawing tools etc.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
354.	Need ability to set up some kind of print queue to field printed reports.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

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911 Interface							
355.	911 Ali/Ani interface where the caller information through 911 is transmitted through the Data line. It is important to know our state 911 system does not send the 911 feed through the same line the call comes in on. (See XII. GENERAL EXHIBITS, C. ANI/ALI TRANSFER SPECIFICATIONS.)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
356.	The ability to point and click to pre-fill any 911 data that may accompany a call.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
357.	The 911 Ali/Ani information should also be an optional item, and should populate it's own window. The call taker should have the ability to override the system and manually input the information if necessary.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
358.	When 911 feed is transmitted, any comments that the 911 operator in Concord has input are requested to attach in the appropriate field.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
359.	When inputting call information into a field auto-fill from the initial character strike should be available.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

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911 Interface							
360.	The operator should have the ability to send a message to the appropriate call taker to initiate a call back. This function must be provided to allow the dispatcher to route an event message to a designated position or to the original call taker so the complainant can be contacted for additional information. This functionality should not be confused with e-mail, as it is an action that must be recorded as a part of the dispatch function.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
361.	The system must interface to the Enhanced-911 (E-911) equipment provided.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
362.	Automatic Number Identification/Automatic Location Identification (ANI/ALI) data must be transferable from the telephone controller to the appropriate fields in the event entry screen with a single CAD command. It will not be necessary for an operator to manually enter any data already provided by ANI/ALI.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

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911 Interface							
363.	ANI/ALI data for all E-911 telephone calls must be stored in a database for later searches. Such records must be referenced in the original event record for easy retrieval.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
364.	In-coming ANI/ALI data must be identified to the operator by a visual prompt that such data exists. The import of ANI/ALI data must automatically change the call source field to indicate that the ANI/ALI controller received the call.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
365.	The operator must be able to override E-911 data in those cases where the actual emergency has occurred at another location. This should be a function requiring no more than two key strokes or mouse actions.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

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Paging Interface							
366.	Vendors should include a software interface to COMCAST Alphanumeric Message Pages. The interface should provide the ability for the dispatcher to work with personnel names and mobile vehicle identifiers and send them an alerting tone to request further voice communication.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

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Fire Station Interface / Zetron Models 26/6							
367.	A software interface should be included to provide support for remote fire stations. The interface should perform RINGING ALARMS, RAISING STATION DOORS, ENABLE PUBLIC ADDRESS SYSTEM, and turning on of lights	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

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Automatic Vehicle Location (AVL) Interface							
The Fire Department will be issuing a separate Request for Proposal for an Automated Vehicle Location System and Mobil Data Terminal System in the immediate future.							
368.	The vendor should propose a software interface for AVL. The interface should accept incoming vehicle location data and periodically send the latest updated unit location information to the dispatchers for map update of vehicle locations.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

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EMS Commands and Functions							
369.	The system must allow the operator to change the location of transport or the priority of the transport run and document the reason for the change.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
370.	A report must be provided to allow the user to reconstruct all CAD activity for a specified period of time. The report must start by displaying the status of all units and events for the beginning of the report period. Each status change thereafter must be listed chronologically until the end of the report period is reached.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
371.	In addition to recommending units for an event based on the geographical assignment of the unit, the system must provide a command that will recommend the closest unit based on the street network distance.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
372.	The system must determine each time an event response time exceeds predefined limits and require that the dispatcher complete a dialog to document the reason for the late run.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

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EMS Commands and Functions							
373.	The system must allow information to be captured, with regard to the diversion status of hospitals.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
374.	The system must warn the dispatcher if a unit advises that it is transporting to a hospital that is on diversion status.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
375.	The system must produce a report of all hospital diversion activity for a specified period of time.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
376.	The system must allow management to review late run events when conditions warrant and mark them as exempt from the response time requirements.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
377.	The system must allow a unit to be placed in the status of “emergency only” and not recommend the unit for non-emergency events.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
378.	The system must allow a response time to be associated with each event priority level.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
379.	The status of “arrived with patient” must be provided to indicate the ambulance team has located the patient on the scene of the event.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

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EMS Commands and Functions							
380.	The status of “arrive dangerous scene” must be provided to indicate the unit has arrived and is waiting for police or others to secure the scene before proceeding. This status must stop the response clock.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

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Non-Emergency Patient Transfer							
381.	The system must support scheduling and managing non-emergency events to transfer patients from one location to another.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
382.	The system must allow appointments for non-emergency events to be scheduled up to eight weeks in advance.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
383.	The system must detect appointment conflicts during the scheduling of non-emergency events and notify the operator.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
384.	The non-emergency event scheduling process must not prevent the operator from scheduling an event if the anticipated number of ambulances available for emergency runs falls below a level specified in the system status plan for the time period of the requested appointment.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
385.	The system must provide the capability to schedule a round-trip event for a patient.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
386.	The system must provide a method to schedule recurring events for the same patient to the same location.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

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Non-Emergency Patient Transfer							
387.	The system must provide the ability to display the calendar of scheduled events based on an operator's defined selection criteria.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
388.	The system must support the ability for the operator to specify a search criteria when selecting scheduled events.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
389.	The system should support the identification and viewing of possible conflicts between the number of events scheduled and the number of events that the agency can handle for a particular point in time	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

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Security							
390.	The operator must be able to sign into the CAD system as a call taker, dispatcher, or supervisor after validly signing into the system (operating system) using a unique user identification and password. The sign-in based on a user ID and password will establish what level or classification of commands the operator can access.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
391.	The initial user identification and password must be able to be determined by a security administrator.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
392.	The password will not display as the operator enters it.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
393.	An operator must be able to change their password at any time after signing onto the system with a valid user identification and password.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
394.	operator is forced to change their password at a frequency (time limit) established by the security administrator.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

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Security							
395.	After a configurable number of unsuccessful attempts to sign on at a workstation, the workstation will become disabled for a configurable period of time. The System Administrator is notified that the machine is “locked”.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
396.	The operator will be issued a warning and prevented from signing off when attempting to sign out of CAD on a workstation when there are pending events, the workstation is the only one assigned to a dispatch group, messages are queued, or there are stacked events.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

CAD Requirements – Fire and Police		Y	N	U	F	M	Comments
Security							
397.	The CAD functionality of call taker, dispatcher, and supervisor must have an equivalent of a “change operator” command. This command leaves the operation of the workstation intact allowing activity to continue for a new operator, without a break in activity, that will have permissions based on entering a new user-identification and password. The existing operator specifies that there is to be a change in operator and leaves. The new operator specifies user identification and password and immediately begins where the prior operator left off. The workstation will not allow CAD activity until the new operator has signed on.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
398.	The “change operator” command must work across workstations, so that the system prevents an operator from being signed on in two different positions.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
399.	The “change operator” command must allow a person functioning in one capacity to perform in another capacity. For example, a supervisor working temporarily as a dispatcher may change to supervisor functionality as necessary.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

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Security							
400.	All operating system passwords must be stored in encrypted form.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
401.	The Security Administrator must be able to add, change, and cancel user identifications and their initial passwords and permissions for the system. The same is to be performed for the CAD products, with specific classifications for call takers, dispatchers, and supervisors.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
402.	The Security Administrator must have access to a log of security activity to determine users that have signed on and off the system, as well as unsuccessful attempts to sign on to the system.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

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Maintenance During Operation							
403.	The goal is that after the system is up and running and cut over is made to the system, it be operated continuously, 24 hours a day, 7 days a week. It is understood that certain activities may require the system to be down. Please address the activities for which downtime will have to be scheduled.						
	a) For reconfiguring the CAD parameters	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	b) For changing security	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	c) To begin using a new map	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	d) To repair a server	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	e) To repair a workstation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	f) For recommended Preventive Maintenance	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	g) For software upgrade(s)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

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Database Maintenance							
404.	The system must provide commands to update, add to, delete from, display, and print all database records or tables in the CAD system.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

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On-Line Help Screens							
405.	Help should be available from any field and any screen within CAD. By using function keys or single mouse click.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
406.	A help function must be accessible at any point in the use of the CAD system, should the operator need assistance in performing any command.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
407.	On-line Help must be user-editable, such as by the System Administrator or other authorized personnel, to add specific help information.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
408.	On-line Help must be command-specific and capable of being searched by topic.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

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Specialized Reporting							
409.	Propose as an option and include pricing in the cost section, as well as describe any offering and/or the availability of default reports in the areas of measuring performance and resource utilization.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

<i>CAD Requirements – Fire and Police</i>		<i>Y</i>	<i>N</i>	<i>U</i>	<i>F</i>	<i>M</i>	<i>Comments</i>
Reports measuring the performance of the communications center such as							
410.	Time required by an operator to enter data associated with events.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
411.	Logged on time and number of events handled by call takers.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
412.	Time required to dispatch the first unit to an event after the initial call is received.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
413.	Logged on time and number of events/units handled by dispatchers.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
414.	Number of events grouped by any combination of selection criteria.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
415.	Textual display of detailed information related to an event.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

<i>CAD Requirements – Fire and Police</i>		<i>Y</i>	<i>N</i>	<i>U</i>	<i>F</i>	<i>M</i>	<i>Comments</i>
Reports measuring resources, such as the utilization and deployment of field resources							
416.	Workload of a unit or combination of units.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
417.	Unit demand.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
418.	Time required to clear an event after initial arrival.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
419.	Time required for a unit to initially respond to an event.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
420.	Time required for a unit to arrive on scene.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
421.	Time required to start transport.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
422.	Time that a unit is in transit to a hospital.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
423.	Time required to deliver a patient after initial call received.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
424.	Times that transports were not allowed for hospitals (diversions).	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
425.	Event statistics (any selection criteria).	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
426.	Detailed event information.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

<i>CAD Requirements – Fire and Police</i>		<i>Y</i>	<i>N</i>	<i>U</i>	<i>F</i>	<i>M</i>	<i>Comments</i>
Auditing Operator Activity							
427.	There must be an audit trail for all events and status changes.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
428.	The audit trail shall have a date and time stamp to the nearest second and record from where and by whom the event was initiated.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
429.	Each incident record should contain an indication of the operator making an update of the incident record.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
430.	All successful and unsuccessful attempts to log onto the system must be recorded.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

<i>CAD Requirements – Fire and Police</i>		<i>Y</i>	<i>N</i>	<i>U</i>	<i>F</i>	<i>M</i>	<i>Comments</i>
CAD Dispatching Requirements							
Managing the CAD Environment The system must provide the following functions to be generally used by Communications Center supervisory personnel. These functions can, however, be used by others, subject to appropriate security authorizations							
431.	Assign dispatch groups to workstations as needed; current dispatch group assignments must be displayed when requested.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
432.	The ability to monitor an event from another workstation.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
433.	The system must permit messages and commands to be scheduled for automatic execution on a particular day and time or to occur every day at a specified time.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

<i>CAD Requirements – Fire and Police</i>		<i>Y</i>	<i>N</i>	<i>U</i>	<i>F</i>	<i>M</i>	<i>Comments</i>
System Status Management							
434.	The system must incorporate System Status Management (SSM) procedures. Include this as an option, and provide pricing in the cost section.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
435.	SSM procedures must allow the System Administrator to define response plans for each hour of the week based on the number of available resources (level).	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
436.	The response plans must define which post(s) to staff with a unit to satisfy the current response plan.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
437.	The system must detect and notify the operator when the system is out of compliance with the current SSM plan.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
438.	Planning tools must be provided to allow the System Administrator to develop response plans.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
439.	A workload demand analysis report is required to show calls for service by day of the week and hour of the day.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
440.	A report (on the map) is required showing the location of calls by response times according to the hour of the week.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

<i>CAD Requirements – Fire and Police</i>		<i>Y</i>	<i>N</i>	<i>U</i>	<i>F</i>	<i>M</i>	<i>Comments</i>
System Status Management							
441.	A method for displaying workload indicators for logged-on units. For each unit, this display must list:						
	a) Length of the shift the unit is working	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	b) Time the unit logged on duty	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	c) Number of hours the unit has been on duty	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	d) Number of hours the unit has been unavailable	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	e) “Unit/hour” ratio (number transports/number hours on-duty)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
442.	The system must provide a function to define the location of posts (quarters).	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
443.	The system must allow the unit number of a unit to be changed during the shift and associate the unit’s workload figures with the new unit number.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
444.	Planned coverage for future shifts must be entered into the system and reports generated to compare planned coverage with actual coverage.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

<i>CAD Requirements – Fire and Police</i>		<i>Y</i>	<i>N</i>	<i>U</i>	<i>F</i>	<i>M</i>	<i>Comments</i>
Utility Operations							
445.	A messaging subsystem must be provided within the CAD environment. As an option, Bidders should include Microsoft Mail, Exchange, or Microsoft Outlook. Pricing for the optional e-mail software must be included in the pricing section.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
446.	Workstation operators must be able to send/receive messages to/from other workstations without interrupting the operator workflow. Messages should be kept and made available to the System Administrator for audit purposes.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
447.	Messages can be addressed to individual(s) or to groups of persons.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
448.	A scrollable listing of valid destinations must be available to help address the message.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
449.	Messages that are sent and received on the system must be stored for later retrieval.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

<i>CAD Requirements – Fire and Police</i>		<i>Y</i>	<i>N</i>	<i>U</i>	<i>F</i>	<i>M</i>	<i>Comments</i>
Utility Operations							
450.	A single workstation is the workplace for different persons, depending on shift and assignment. The same workstation may serve a variety of persons. Messaging must be based on the login of a person on a workstation so that a person receives their messages at their assigned workstation position Several users must be able to share a workstation and receive messaging based on login names.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
451.	Messages must be able to be printed as needed.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
452.	For critical messages, a “return receipt” function must be supplied.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

VI. RECORDS MANAGEMENT REQUIREMENTS - FIRE

Fire Records must fully integrate with the CAD software and integration must include automatic, seamless transfer of critical information between CAD and Mobile Computing. Examples include transfer of CAD incident information to Fire Records and transfer of hazard information on persons and locations to alert dispatchers of potentially threatening situations for Fire Department personnel. True Windows-based, multi-threaded system.

<i>Records Management Requirements-Fire</i>		<i>Y</i>	<i>N</i>	<i>U</i>	<i>F</i>	<i>M</i>	<i>Comments</i>
General Requirements							
1.	We would like RMS to interface with Pinpoint Software used by our ambulance service, Rockingham, which would allow them to receive their incident times automatically.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
2.	Uses standard Windows menus, mouse and keyboard conventions.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
3.	Fully mouse or keyboard driven menu structure.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
4.	Standard Microsoft SQL Client / Server Database Structure for Wide Area Networks	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
5.	Complete relational data structure	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	a) Single entry point updates all relevant modules	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	b) Referential Integrity maintained with cascading delete and cascading update	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

Records Management Requirements-Fire		Y	N	U	F	M	Comments
General Requirements							
	c) Able to modify key values with referential integrity maintained (Incident Number, Staff ID, etc.)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
6.	Color-coded data entry screens to instantly flag required menu tabs, required fields and invalid entries.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
7.	Comprehensive documentation (On-Line Help, Set Up Manual, Tutorial Manual, Advanced Reference).	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
8.	Templates available in all modules for rapid entry of recurring events.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
9.	Macro Capability (saving repetitive keystrokes to a Function Key).	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
10.	User definable custom data import capability.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
11.	User-defined system rules for all data entry fields (Master and Transaction Files):	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	a) Assign Default Values (absolute or conditional)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	b) Set field requirements (absolute or conditional)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	c) Disable fields (absolute or conditional)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

Records Management Requirements-Fire		Y	N	U	F	M	Comments
General Requirements							
	d) Define custom error conditions and levels of severity	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	e) Update field values based on other fields	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	f) Require child records (absolute or conditional)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
12.	Unlimited User Defined Fields in all modules.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
13.	Spell check on all narrative fields.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
14.	Multi-Level Security Functionality	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	a) Module-Level Access	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	b) Screen-Level Access within modules	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	c) Add, Edit, Delete, View and Lock Access modes	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	d) Assign User Groups for ease of User ID maintenance	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	e) Grant access to individual lookup tables	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	f) Define minimum password complexity	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	g) Force Password Changes	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

Records Management Requirements-Fire		Y	N	U	F	M	Comments
General Requirements							
	h) Disable User IDs	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
15.	Complete Audit Trail – available to record or field.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
16.	Standard reports availability such as a monthly NIFRS report to state.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
17.	Custom Report Generator	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	a) Access to all system files including user fields	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	b) Includes custom query builder for selecting data	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	c) Output results to screen, printer or multiple file formats (txt, xls, dbf, html, pdf)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	d) Ability to produces forms, lists, mail merges, labels, summaries, cross tabulations	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
18.	Easy to use Query Builder	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	a) Automatically generates SQL statements or accepts native SQL commands	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	b) Create custom queries on all databases including user fields	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

Records Management Requirements-Fire		Y	N	U	F	M	Comments
General Requirements							
	c) Useful for custom data exports	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
19.	Custom Graph/Charting Utility	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
20.	Full OLE (Windows Object Linking & Embedding)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
21.	Attach unlimited files from any other applications	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
22.	Supports Signature Capture (via touch screen terminals) and attachment to records	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
23.	Auto-timeout feature available to log users out after defined period of inactivity	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
24.	Support individual Workstation Options	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	a) Control Desktop appearance and menu structure	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	b) Assign file locations	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	c) Set module-specific data entry options	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	d) Enable auto-save features	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	e) Define Delete access level	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	f) Modify color-coding options	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

Records Management Requirements-Fire		<i>Y</i>	<i>N</i>	<i>U</i>	<i>F</i>	<i>M</i>	<i>Comments</i>
INCIDENT REPORTING							
25.	NFIC NFIRS 5.0 Certified for Fire Incident Reporting	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
26.	Full field-by-field record validation with color coding and instant error flagging	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
27.	Seamless link to Medical Incident Reports, Occupancy information, Staff and Equipment records	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
28.	Able to be seamlessly linked to any Computer Aided Dispatch Software via an interface	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	a) Automatically creates Incident Records at the completion of CAD incident	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	b) Populates key incident fields including dates, times, location, incident type	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	c) Records complete unit response and times	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	d) Able to assign ownership to imported records	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
29.	Optimized Data Entry options to speed screen entry	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

Records Management Requirements-Fire		Y	N	U	F	M	Comments
INCIDENT REPORTING							
	a) Group Add of Units, Staff, Equipment and Mutual Aid records	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	b) Quickly assign staff members to units, roles, positions and multiple activities	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
30.	Ability to add units and personnel from outside of incident report – for enhanced security	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
31.	Separate Investigation Module	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	a) To include evidence and suspect tracking	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	b) Able to be entered from within or outside incident record	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	c) Increased security options	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	d) Data export for linking to other systems	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
32.	Module for Auto Accident & Extrication Tracking – multiple vehicles tracked per incident	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
33.	NFPA 1710 / 1720 Tracking	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
34.	Extensive Automatic Record Locking options	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

Records Management Requirements-Fire		Y	N	U	F	M	Comments
INCIDENT REPORTING							
	a) Upon entry	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	b) Upon elapsed time period	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	c) After Quality Control Check	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
35.	Signature Capture	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
36.	Memorized Incident Templates	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
37.	Spell Checking on all narrative fields with user customizable dictionary	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
38.	Ability to attach unlimited files to incidents (Photographs, Maps, Drawings, Documents, etc.)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
39.	Automatic replication of data on multiple exposure incidents	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
40.	Auto-calculation of staff hours by incident	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
41.	Detailed Mutual Aid Tracking (Departments, Units, Incident Numbers, Times, Staff counts, etc.)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
42.	Auto Calculate Staff experience time (difference between Alarm & In Service time)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
43.	Unit time calculations by unit (Alarm, Roll Out, Cancel, At Scene, Completion, Back In Service)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

<i>Records Management Requirements-Fire</i>		<i>Y</i>	<i>N</i>	<i>U</i>	<i>F</i>	<i>M</i>	<i>Comments</i>
INCIDENT REPORTING							
44.	Capability to log equipment used with automatic link to equipment's usage log file	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
45.	Capability to log supplies used and automatically update remaining inventory status	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
46.	Easy input of Intersection or Rural Address, as well as Numbered Addresses	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
47.	Automatic year-end NFPA Fire Experience Survey Report	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

Records Management Requirements-Fire		<i>Y</i>	<i>N</i>	<i>U</i>	<i>F</i>	<i>M</i>	<i>Comments</i>
OCCUPANCY / PREPLANS / INSPECTIONS / PERMITS							
48.	Ability to track complete Occupancy data including:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	a) Address information	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	b) Property type	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	d) NFIRS attributes (building status, alarm systems, extinguishing systems, etc.)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
49.	Ability to track complete Pre-plan data	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	a) Hydrant Proximity	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	b) Chemical Inventories	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	c) Storage Tank details	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	d) On-Site Materials	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	e) Record unlimited, customizable additional pre-plan attributes	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	f) Automatically calculate Needed Fire Flow based on construction type, square footage, etc.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
50.	Ability to track complete occupancy history	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

Records Management Requirements-Fire		Y	N	U	F	M	Comments
OCCUPANCY / PREPLANS / INSPECTIONS / PERMITS							
	a) Incident responses	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	b) Inspections performed	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	c) Violations recorded	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	d) Permits issued	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	e) Meetings, Phone Calls, Written Correspondence	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	f) Public Education	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	g) Property Use/Ownership changes	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
51.	Able to merge Occupancy data when properties are combined	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
52.	Provide optional Violation Code Sets Available	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	a) NFPA 101 Life Safety	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	b) BOCA	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	c) UFC	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	d) International Fire Code	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
53.	Ability to prepare Comprehensive Preplan RunBooks for each Occupancy	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

Records Management Requirements-Fire		Y	N	U	F	M	Comments
OCCUPANCY / PREPLANS / INSPECTIONS / PERMITS							
54.	Signature Capturing Capability for Inspections, Activities and Permits	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
55.	Permit tracking, permit money owed tracking	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
56.	Interface to CAMEO & CAMEO Windows for HAZMAT information (Properties, RIDS)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
57.	Able to attach unlimited files (such as Photographs, Maps, Drawings, Documents, etc.)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
58.	Ability to link multiple Occupancies to one Master Property (such as a Mall, School Campus, etc.)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
59.	Seamless link to Incident and Hydrant Modules	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
60.	Complete Inspection & Violation tracking	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	a) Tracks all completed inspections	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	b) Allows tracking of inspection schedule	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	c) Record unlimited violations found and automatically track violation status	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

Records Management Requirements-Fire		Y	N	U	F	M	Comments
OCCUPANCY / PREPLANS / INSPECTIONS / PERMITS							
	d) Automatically prompts for resolution of open violations	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	e) Automatically schedule reinspections based on outstanding violations' recheck dates	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
61.	Optional Pocket PC Interface Software available	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	a) Select and quickly download inspections for in-field updating	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	b) Auto record locking to protect data integrity	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	c) Record inspection, occupancy and contact in the field on Pocket PCs	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	d) Utilize Inspection Checklists to speed data capture and entry	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	e) Capture signatures	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	f) Print Violation Notices and Inspection Reports in the field	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	g) One-click transfer back to main database	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

<i>Records Management Requirements-Fire</i>		<i>Y</i>	<i>N</i>	<i>U</i>	<i>F</i>	<i>M</i>	<i>Comments</i>
APPARATUS / EQUIPMENT / INVENTORY							
62.	Provide perpetual inventory tracking capabilities for department equipment, apparatus or supplies	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
63.	Ability to issue Equipment / Gear to Staff Member	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
64.	Ability to link Equipment to a Unit, and log the compartment contained in	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
65.	Ability to group inventory items (Hose, SCBA, etc.)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
66.	Ability to track funding source (RELIEF FUNDS, GENERAL FUNDS, ETC.)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
67.	Track equipment life expectancy and estimated replacement cost	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
68.	Track serial / VIN numbers	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
69.	Ability to reissue Unit numbers to new Apparatus easily	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
70.	Track complete usage history (Incidents, Training, etc.) for Apparatus, Equipment & Supplies	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

Records Management Requirements-Fire		Y	N	U	F	M	Comments
APPARATUS / EQUIPMENT / INVENTORY							
71.	Ability to attach an unlimited number of files, such as Photographs, Schematic Drawings, Manuals	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
72.	Ability to track Fuel Usage, Mileage, Engine hours, pump hours, etc	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
73.	Track complete Testing/Maintenance records for any type of inventory	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	a) Optimized data entry screens for fast entry	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	b) Special screens for recording SCBA and hose testing	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	c) Set up Maintenance Schedules and automatically generate future maintenance records	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	d) Allow for multiple intervals for Testing / Maintenance (Elapsed Miles, Hours, or Days)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	e) Maintenance Schedule automatically updates when unscheduled maintenance is performed	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	f) Batch entry of Testing / Maintenance records available for SCBA, hose, ladders, etc.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

Records Management Requirements-Fire		<i>Y</i>	<i>N</i>	<i>U</i>	<i>F</i>	<i>M</i>	<i>Comments</i>
APPARATUS / EQUIPMENT / INVENTORY							
	g) Track Testing / Maintenance costs over life of Apparatus & Equipment	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	h) Track Downtime hours over life of Apparatus & Equipment	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
74.	Track vendor information	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
75.	Detailed specification input screen for Apparatus, SCBA, Hose and Pump items	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
76.	Detailed Consumables Inventory with ability to track purchases, transfers and usage	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
77.	Print complete Inventory Checklist for apparatus, Storage location, etc.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
78.	Seamless link to Incident and Staff modules	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

Records Management Requirements-Fire		Y	N	U	F	M	Comments
STAFF / TRAINING / ACTIVITIES							
79.	Complete Staff tracking including:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	a) Intradepartmental information (station, shift, unit, rank, status, etc.)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	b) Unlimited phone numbers and email addresses	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	c) Emergency contacts	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	d) Comprehensive history (certifications, promotions, licenses, equipment issued, etc.)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	e) Injuries & Exposures	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
80.	Ability to track Instructors activities	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
81.	Automatically tracks and displays training and activities by staff	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
82.	Built-in Service Awards tracking included	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
83.	Ability to track non incident activities (meetings, station work, fund raisers, inspections, on duty, etc.)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
84.	Ability to track Continuing Education Units	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

Records Management Requirements-Fire		<i>Y</i>	<i>N</i>	<i>U</i>	<i>F</i>	<i>M</i>	<i>Comments</i>
STAFF / TRAINING / ACTIVITIES							
85.	Ability to track certifications, and their expiration dates	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
86.	Ability to track training / experience needed to be certified automatically	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
87.	Ability to track miscellaneous staff history (Ex: Rank Changes, Immunizations, Physicals, etc.)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
88.	Ability to attach unlimited files such as Photographs, Certificates, Correspondence, etc	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
89.	Ability to track Gear & Equipment issued	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
90.	Automatically links to Incident records for Injury & Exposure information	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
91.	Ability to memorize recurring events (weekly drills, monthly meetings) for quick data entry.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

Records Management Requirements-Fire		<i>Y</i>	<i>N</i>	<i>U</i>	<i>F</i>	<i>M</i>	<i>Comments</i>
STAFF SCHEDULING							
92.	Define unlimited Shift Schedules with any repeating shift pattern	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
93.	Maintains perpetual shift calendar – verify on-duty shift for any date	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
94.	Link with a Staff Module for one-time updating of shift data (especially helpful for shift changes)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
95.	Automatically create Daily Duty log entry	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
96.	Automatically update Station Roster	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
97.	On-Line roster available for viewing at any workstation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
98.	Quickly view all on-duty personnel as well as off-duty personnel	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
99.	Automatically tracks sick days, vacation days, swaps and any other time off categories	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
100.	Complete user customization available for defining on-duty and off-duty categories	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
101.	Drag and Drop on-duty personnel from one station/unit to another	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

<i>Records Management Requirements-Fire</i>		<i>Y</i>	<i>N</i>	<i>U</i>	<i>F</i>	<i>M</i>	<i>Comments</i>
STAFF SCHEDULING							
102.	Track manpower requirements by station/unit and include additional manpower to staff holdover situations	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
103.	Track extended leave periods	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
104.	Ability to memorize recurring events (weekly drills, monthly meetings) for quick data entry	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

<i>Records Management Requirements-Fire</i>		<i>Y</i>	<i>N</i>	<i>U</i>	<i>F</i>	<i>M</i>	<i>Comments</i>
DEPARTMENT LOG / JOURNAL							
105.	Fully Automatic Station Log	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
106.	Automatically updates as events are recorded (Incidents, Training, Meetings, etc.)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
107.	Display in calendar form	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
108.	Marks days where events occurred with colored icons	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
109.	Track and display future events as well as past events	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
110.	One-click access to Summary and Detail Reports	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

VII. RECORDS MANAGEMENT REQUIREMENTS - POLICE

Records Management Requirements-Police		<i>Y</i>	<i>N</i>	<i>U</i>	<i>F</i>	<i>M</i>	<i>Comments</i>
Master Name Index File							
1.	This file must allow a user to make an inquiry into one single file to retrieve all known data, from all management files, about the queried person or item. This feature eliminates date inquiry and retrieval redundancy. The Master Name Index File also eliminates input redundancy. Data input that is applicable to other files must automatically transfer. This file must have a complete soundex system for quick and easy cross-referencing.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
2.	The master name file must serve any category of police related activity.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
3.	The system must provide the ability to cross reference the master name file to all the following records associated with an individual including, but not limited to:						
	a) Arrest file	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	b) Booking file	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	c) Firearms permit registration file	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	d) Criminal/civil registration file	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	e) Warrant file	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

Records Management Requirements-Police		Y	N	U	F	M	Comments
Master Name Index File							
	f) Accident file	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	g) Traffic and ordinance citations	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	h) Field interview file	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	i) Complaint report file	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	j) Suspect file	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	k)- Property file	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	l) Known associates file	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	m) Gun permits	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	n) Bicycle registration file	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	o) Impounded vehicle file	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	p) Written warnings	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	q) MNI narrative	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	r) Interface to mug shots system, Dynamic Imaging Systems' PictureLink.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	s)- Probation/parole records	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

Records Management Requirements-Police		Y	N	U	F	M	Comments
Master Name Index File							
4.	The system must provide the ability to review a select name record from the master name file and review the arrests in reverse chronological order by date of arrest.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
5.	The system must provide the ability to select name records from the master name file with user defined matching parameters outlined below:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	a) Age or age range	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	b) Height or height range	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	c) Weight or weight range	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	d) Scars, marks, or tattoos	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	e) Hair color	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	f) Eye color	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	g) Other physical characteristics	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	h) Specific crime specialties	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	i) Specific crime MO's	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	j) Date of birth	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	k) Telephone number	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	l) Jacket number	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

Records Management Requirements-Police		Y	N	U	F	M	Comments
Master Name Index File							
	m) Combination of the above	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
6.	The system must provide the ability to search on-line and display records associated to, but not limited to, the following :	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	a) Full name	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	b) Last name and first initial	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	c) Address	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	d) Alias name	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	e) Nickname (regular)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	f) Nickname (street-name, moniker)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	g) Social security number	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	h) Driver license number	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	i) Docket number	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	j) First name	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
7.	All names entered into the database must become available for a centralized search screen.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
8.	Names may be entered with an ID number or without.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

Records Management Requirements-Police		Y	N	U	F	M	Comments
Master Name Index File							
9.	An unlimited number of alias names may be assigned to each real name.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
10.	System must allow entry of multiple addresses and phone #'s per name and date of birth, keeping history of old addresses and phone numbers.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
11.	System must allow entry of multiple addresses and phone #'s per name and social security number.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
12.	Users can branch to, but not limited to, the following; with one key or one click :						
	a) Real name	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	b) Alias name	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	c) Real address	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	d) Other address	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	e) Physical descriptions	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	f) FBI number	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	g) State ID number	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	h) Local jacket number	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	i) Multiple driver's license numbers	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	j) NCIC fingerprint code	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

Records Management Requirements-Police		<i>Y</i>	<i>N</i>	<i>U</i>	<i>F</i>	<i>M</i>	<i>Comments</i>
Master Name Index File							
	k) Partial NCIC fingerprint code	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	l) Multiple social security numbers	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	m) Call number	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	n) Activity (e.g. victim, witness, suspect)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	o) Warrant number	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	p) Docket number	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
13.	System must have the capability of entering and searching based on accomplice.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
14.	System must have on-line capability of entering narrative for an individual via word processor, such as Microsoft Word, without exiting the database. Once entered, the narrative must maintain the formatting as entered in the word processor.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

Records Management Requirements-Police		Y	N	U	F	M	Comments
Master Name Index File							
15.	The system must allow a name search from which details may be viewed by branching. Then after branching to review details, the system must allow immediately returning to the original list of names for further branching from the same list, in any direction.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
16.	Multiple social security numbers, driver's license numbers & dates of birth may be entered and searched for each individual.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
17.	All names entered must immediately become part of crime analysis search report.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
18.	A centralized names detail display format must allow for a given ID # to show all names file information by simply pressing an "enter" key or by a mouse click.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
19.	The centralized names detail display must include but not be limited to:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	a) Name, address & phone number	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	b) Physical characteristics	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	c) Arrest count	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	d) Conviction count	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

Records Management Requirements-Police		Y	N	U	F	M	Comments
Master Name Index File							
	e) Open warrants	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	f) Personal flags	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	g) Birthplace	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	h) Occupation(s)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	i) All known addresses	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	j) Names narrative	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	k) Activity history/rap sheets	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	l) All known aliases	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	m) Other DOB's, DL's, SS's	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	n) Property associated to individual with description of property	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	o) Vehicles associated with individual	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	p) Arrest detail history, listed in reverse chronological order	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	q) Known accomplices	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	r) Mugshots	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
20.	System must accommodate an unlimited number of scars, marks & tattoos per name with descriptors for each.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
21.	Tattoo descriptors must be searchable.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

Records Management Requirements-Police		Y	N	U	F	M	Comments
Master Name Index File							
22.	All codes used in this module must be NCIC compatible where applicable.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
23.	The charge dispositions for each charge must be easily, clearly and thoroughly displayed when looking up a subject's record.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
24.	When performing a soundex name search, the list of names must be in alphabetical order.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
25.	When entering a name into the system, the system prompts for possible duplicate entry based on name and date of birth.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
26.	A printout of any case report or names report prints the associated officers' names, but not their ID numbers; prohibiting the chance of printing a social security number.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
27.	The system allows the ability to search for a specific charge by docket number. After selecting the respective charge, the user can quickly branch to update the charge disposition and sentence.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
28.	The system allows an unlimited number of charges for one person on one arrest.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

Records Management Requirements-Police		<i>Y</i>	<i>N</i>	<i>U</i>	<i>F</i>	<i>M</i>	<i>Comments</i>
Master Name Index File							
29.	The system allows user-defined flags for names. These flags interface with the CAD subsystem, notifying dispatchers when contact has been made with a flagged subject.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
30.	The system will link up an unlimited number of related case numbers for each case number.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
31.	When changing a person's address, the system will allow the option of keeping the old address for historical reference.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
32.	If a person has multiple dates of birth, each name and DOB will display in a simple alphabetical list when searching for a name.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
33.	The system offers an automatic III check for the name in NCIC, for qualified personnel, through the RMS system.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
34.	The system permits searching for a name located within report narratives.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

Records Management Requirements-Police		<i>Y</i>	<i>N</i>	<i>U</i>	<i>F</i>	<i>M</i>	<i>Comments</i>
Master Name Index File							
35.	The system offers the user the option of automatically filling in the address information from the State of NH drivers license database, with a hit on name and DOB.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
36.	The system allows users the option of entering State of NH Complaints.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
37.	State of NH complaints may be printed on official multiple part, pre-printed forms. (See XII. GENERAL EXHIBITS, D. COMPLAINT FORM.)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
38.	The complaints have an interface to the State of NH J-ONE system, to update the records in the State's Justice system.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
39.	The system searches for names by entering a telephone number.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
40.	The system allows a user to look up a subject's details by entering the subject's system ID number.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

Records Management Requirements-Police		Y	N	U	F	M	Comments
Master Name Index File							
41.	Whenever a user enters a name into the system, including report entry, the system automatically checks to see if the name is already in the system, and presents the user with the option of populating the appropriate fields with the existing information.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
42.	The system allows an easy way to patch non-MNI names to MNI names.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
43.	The system offers a simple and secure way to consolidate names records.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
44.	The system offers a simple and secure way to roll back a name consolidation.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
45.	The system displays complete details of both arrests and summonses when looking up a name record, including court dispositions and sentences.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
46.	The system offers a date of birth field in the call taker's screen.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
47.	When looking up a name, the system immediately displays gun permit flags for the subjects listed.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

Records Management Requirements-Police		Y	N	U	F	M	Comments
Master Name Index File							
48.	The system tracks user-defined registrations such as registered sex offenders.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
49.	Traffic and ordinance citations must be able to be searched by:						
	a) Name	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	b) Citation number	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	c) Case number	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
50.	The system allows for charge annulments, which keep the case associated with the subject's record, indicating that the charge was annulled.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
51.	Charge dispositions and sentences must be associated with each charge and must print completely on a subject's report.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
52.	The text field for a charge must not have length restrictions.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
53.	The system allows a separate disposition, docket number and sentence for each count of each charge.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
54.	The system includes the following fields associated with a specific charge or charge count, with a history of any changes.						

Records Management Requirements-Police		Y	N	U	F	M	Comments
Master Name Index File							
	a) Arraignment date	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	b) Trial date	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	c) Charge status	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	d) Date of charge status	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	e) Comments	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
55.	The system permits the user to add or remove the number of counts to any one charge, but maintains a history/audit of those changes.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
56.	If a report is completed for a case number, the system should indicate that a report is present and should not display that there is no report.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
57.	If the location of the call has changed from the time it was originally reported, the system allows the ability to search for the call by its originally reported location.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
58.	The system allows users to search for names by name and date of activity range.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
59.	The system ensures uniform entry and searching of the following types of name entry:						

Records Management Requirements-Police		Y	N	U	F	M	Comments
Master Name Index File							
	a) Saint, as in St. Pierre	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	b) O, as in O'Neil	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	c) Mc as in McInnich	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	d) Mac as in MacCarthy	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
60.	The system prints a gun permit in the format of the State of NH gun permit. (See XII. GENERAL EXHIBITS, E. GUN PERMIT FORM.)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
61.	When printing a case report, the system offers the user the option of excluding the printing of suspects or accused subjects, from all aspects of the report including the narrative.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
62.	The system has the ability to give an adult ID number to a juvenile subject.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
63.	The system's display of a subject's record includes at least two aliases in the initial display, if they exist.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
64.	Citation charges and arrest charges are stored in the same table and may be searched with one search.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
65.	The system allows users to delete a charge from an arrest, but maintains an audit trail.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

<i>Records Management Requirements-Police</i>		<i>Y</i>	<i>N</i>	<i>U</i>	<i>F</i>	<i>M</i>	<i>Comments</i>
Master Name Index File							
66.	The system allows users to delete an arrest, but maintains an audit trail.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

<i>Records Management Requirements-Police</i>		<i>Y</i>	<i>N</i>	<i>U</i>	<i>F</i>	<i>M</i>	<i>Comments</i>
On-Line Booking							
67.	Allows for custom creation of output report to match department current standards.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
68.	During booking process, single key available to display department created booking procedure on-line.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
69.	Booking process may be interrupted in order to accommodate a more pressing booking and then the booking process interrupted may be continued from the point of interruption.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
70.	Once the booking process is completed, an arrest report will be printed.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
71.	Once the booking process is completed, a name report will be printed for the arrested person.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
72.	The system will automatically perform name check to see if the person being booked has a prior record in the department's database, based on name and DOB match.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

Records Management Requirements-Police		Y	N	U	F	M	Comments
On-Line Booking							
73.	The entire booking process must be accommodated from one base screen. All data input must be entered on one computerized screen.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
74.	Arrested person must automatically be available for UCR/NIBRS report.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
75.	Booking/Arrest input data must include:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	a) Detail of Person:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	1) Name	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	2) Alias Unlimited amount	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	3) Resident address (allow multiple)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	4) ID #	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	5) SS # (Allow multiple numbers)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	6) Jacket #	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	7) FBI #	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	8) State Bureau #	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	9) DL # (Allow multiple entries)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	10) Race code	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	11) Ethnic code	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	12) Sex	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

Records Management Requirements-Police		<i>Y</i>	<i>N</i>	<i>U</i>	<i>F</i>	<i>M</i>	<i>Comments</i>
On-Line Booking							
	13) Date of Birth	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	14) Height	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	15) Weight	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	16) Eye color	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	17) Hair color	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	18) Skin	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	19) Build	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	20) NCIC Fingerprint code	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	21) Scars, Marks, Tattoos	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	22) Secondary Descriptors	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	23) Birthplace	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	24) Citizenship	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	25) Marital code	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	26) Occupation(s)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	27) Comments file (via word processor)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	28) Domestic Violence Flag	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	29) Armed/Dangerous Flag	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	30) Resist Arrest Flag	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

Records Management Requirements-Police		Y	N	U	F	M	Comments
On-Line Booking							
	31) Suicidal Flag	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	32) Mental Flag	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	33) Known Associations	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	34) Family Info (Parent/Spouse/addresses)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	35) Gang Member/Associated	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	36) Photo	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	37) User-Defined Flags such as Registered Sex Offenders	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	b) Arrest Detail	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	1) Arrest Case #	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	2) Related Warrant #	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	3) MV Summons/Warning #	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	4) Date/Time Arrested	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	5) Place Arrested	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	6) How Arrested	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	7) Arresting Officers	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	8) Domestic Violence involved	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	9) Visible sickness/Injury	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

Records Management Requirements-Police		Y	N	U	F	M	Comments
On-Line Booking							
	10) Breathalyzer Results (Actual test, Second reading, Third reading, Who administrated the test, Simulation results) – automatically entered with a wireless interface to the Breathalyzer	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	11) Facts/Remarks	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	12) Juvenile status, which is mandatory for the follow-up investigator (not mandatory for the booking officer).	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	c) Booking Detail	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	1) Booking #	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	2) Date/Time booked	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	3) Released or Held	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	4) Booking Officer ID #	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	5) Hold or Arrest of other agency	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	6) Other Agency ORI #	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	7) Bail or Released by	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	8) Phone used?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	9) Prints taken?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

Records Management Requirements-Police		Y	N	U	F	M	Comments
On-Line Booking							
	10) Photographed?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	11) Valuables taken	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	12) Search by officer ID #	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	13) Rights advised by ID #	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	14) Cell #	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	15) Person notified	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	16) Relationship	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	17) Probation notified	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	18) Booking remarks	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	d) Arrest Charges - Unlimited amount of charges	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	1) Case #	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	2) Warrant #	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	3) Charge	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	4) Charge count	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	5) Court Code	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	6) Court Location	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	7) Court Docket #	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	8) Court Date	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

Records Management Requirements-Police		Y	N	U	F	M	Comments
On-Line Booking							
	9) Court Date Status	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	10) Court Date Disposition (with history)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
76.	The system allows a change on a case number of an arrest without deleting and re-entering the entire arrest details.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
77.	The system allows changing a Juvenile MNI to an Adult MNI by simply changing the adult or juvenile status.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
78.	The system must have the capability to search for a particular charge by docket number and then allow branching to update the charge record.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
79.	Mugshots display on booking screen for booking officer to verify subject.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
80.	Mugshots may be used for photo lineups	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
81.	Property Form information may be entered into system. (See XII. GENERAL EXHIBITS, F. ARREST PROPERTY FORM.)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
82.	Arrest Report includes all arrest data entered as part of the booking.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

Records Management Requirements-Police		<i>Y</i>	<i>N</i>	<i>U</i>	<i>F</i>	<i>M</i>	<i>Comments</i>
On-Line Booking							
83.	System permits booking officer to easily record prisoner property taken in	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
84.	System permits booking officer to easily record release of prisoner property	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
85.	The system has an interface with a State of NH-approved AFIS fingerprint system, so that duplicate data entry, including mugshot, is not necessary. This means that the mugshot is taken on the RMS side and sent to the State's system.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
86.	The system allows a scanned fingerprint record to be stored within the system; and search for matches	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
87.	If two or more subjects are arrested on one case number, the system prompts the booking officer if the subjects are accomplices.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

<i>Records Management Requirements-Police</i>		<i>Y</i>	<i>N</i>	<i>U</i>	<i>F</i>	<i>M</i>	<i>Comments</i>
Integrated Video Mug Shot System							
88.	Captures color still photos	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
89.	Attaches photos to arrests and incident records, as required	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
90.	Ability to create line-ups for display	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
91.	The system allows users to search for mugshots (for a photo lineup) by Scars, Marks and Tattoo codes.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
92.	The system allows users to search for mugshots (for photo lineup) by facial hair; including, beard mustache and both.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
93.	Ability to print line-ups of at least eight subjects.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
94.	Must be able to archive an unlimited number of photos per arrestee.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
95.	Ability to create personnel photo ID badges or cards	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
96.	Fully integrated with system permission levels.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
97.	Images must be available throughout LAN network	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

Records Management Requirements-Police		<i>Y</i>	<i>N</i>	<i>U</i>	<i>F</i>	<i>M</i>	<i>Comments</i>
Integrated Video Mug Shot System							
98.	Images must display along with the subject's record, without extra user intervention.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
99.	Any image must be easily accessible for emailing.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
100.	The system must offer the option to take or view multiple photos of a subject at one time.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
101.	The system includes the ability to view current and archived photos from the name record.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
102.	The system includes the ability to easily add an image from magnetic media, such as a JPEG file from different camera to the subject's photos. This additional image may then be used for a photo lineup.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
103.	The system takes a high quality photo	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

<i>Records Management Requirements-Police</i>		<i>Y</i>	<i>N</i>	<i>U</i>	<i>F</i>	<i>M</i>	<i>Comments</i>
Warrant and Summons							
104.	This file must contain a list of local warrants. The department/court must have the ability to update this information as often as necessary. The system must contain information on the wanted person, court of jurisdiction, and amount of bond.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
105.	The Warrants subsystem includes the ability to track Domestic Violence Petitions (restraining orders)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
106.	The system must contain the following data elements:						
	a) Warrant number	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	b) Name of the person	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	c) Address of the person	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	d) Alias	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	e) Physical descriptors	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	f) Last known address	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	g) Driver's License number	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	h) Vehicle used	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	i) Date issued	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

Records Management Requirements-Police		Y	N	U	F	M	Comments
Warrant and Summons							
	j) Status	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	k) Charges	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	l) Issuing agency	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	m) Holding agency	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	n) Social Security number	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	o) Bail amount	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	p) Date of birth	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	q) Date served/recalled/ or canceled	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	r) Court Issued Domestic Violence Petition Number	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
107.	The system must provide the ability to search warrant file by:						
	a) Date & time	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	b) Name	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	c) Address	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	d) Physical descriptors	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	e) Social Security numbers	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	f) Type of warrant	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	g) Warrant number	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

Records Management Requirements-Police		Y	N	U	F	M	Comments
Warrant and Summons							
	h) Court Warrant number	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	i) Court Issued DVP #	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
108.	The system must provide on-line display or report of warrants outstanding by:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	a) Name	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	b) Address	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	c) Warrant type	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	d) Charges	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	e) Warrant number	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	f) Patrol area	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
109.	The system maintains a history of service attempts for the warrant.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
110.	When a service attempt is being recorded, there is an easy way to update the address of the subject maintaining a record of the old address.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
111.	Warrant maintenance including service attempts and names address update, may be done from a MPC.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

<i>Records Management Requirements-Police</i>		<i>Y</i>	<i>N</i>	<i>U</i>	<i>F</i>	<i>M</i>	<i>Comments</i>
Warrant and Summons							
112.	The system includes a report that prints active warrants, in name order, in a designated part of the City including:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	a) Name	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	b) Date of Birth	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	c) Hair Color	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	d) Race	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	e) Weight	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	f) Warrant Number	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	g) Charges	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
113.	When viewing the details of a warrant or Domestic Violence Petition, the system offers a link to branch to the details of the case to which it is related.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

<i>Records Management Requirements-Police</i>		<i>Y</i>	<i>N</i>	<i>U</i>	<i>F</i>	<i>M</i>	<i>Comments</i>
Case Management							
114.	This file must assist police investigators in the management and cross-referencing of information collected on criminal activities. Some of the functions: stolen property investigations, and investigations in which tracking, searching, cross referencing information can help the investigator; names, aliases, known associates, vehicles, telephone numbers, drugs, firearms, methods of criminal operations, and related information.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
115.	The system must have the ability for an investigator to initiate a complaint/case record.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
116.	An investigator must be able to add supplemental information to the original case report.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
117.	Supervisors must be able to manage cases through on-line retrieval and review of open cases.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
118.	Supervisors must be able to display offense entries and make investigator assignments on-line.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

Records Management Requirements-Police		Y	N	U	F	M	Comments
Case Management							
119.	Investigators must be able to update the master name files with AKA's and street names (monikers).	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
120.	The system must be able to provide a report showing investigators' caseloads based on date of assignment. For example, a report should be available to show how many cases each person was assigned between certain dates.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
121.	The system must be able to provide a report showing investigators current case load and the status of each case within a user defined selected data range.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
122.	The system must allow the ability to print hard copies of the original complaint file.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
123.	The system must provide the ability to print an assigned case summary report by officer/ investigator with a selected division within a user-selected range.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
124.	An investigator must be able to update the original complaint file on M.O. code revealed through investigation (via security control).	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

Records Management Requirements-Police		Y	N	U	F	M	Comments
Case Management							
125.	Users must be able to search for cases or persons based on M.O. codes.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
126.	The system must provide the ability to print a closed case summary report by officer/ investigator within a user defined date range.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
127.	The system must provide the ability to prevent duplicate entry of case clearance information based on complaint number.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
128.	The system must be able to list all individuals associated with a particular case (i.e. victims, suspects, witnesses, reporting party etc.).	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
129.	Supervisors must be able to classify or reclassify case status at any time as in a user defined status such as open, closed, closed by arrest, reopened, etc.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
130.	The system must be able to associate stolen/recovered property by an investigator with a complaint record.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
131.	Crime management must interface with record's application to allow update and exchange of incident and complaint information.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

Records Management Requirements-Police		Y	N	U	F	M	Comments
Case Management							
132.	Crime management must also interface with the property and evidence modules.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
133.	NIBRS/UCR must automatically be updated from dispositions and offense codes entered through this module.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
134.	The system must allow ability to store unlimited narratives.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
135.	The Report Narrative must be searchable by content query and display all incident report #'s in which the information is found.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
136.	The system must allow for one or more detectives to be assigned to a given case.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
137.	The system includes an easy way for a supervisor to add and remove an investigator on a case.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
138.	The system must allow an easy way to move all cases assigned from one division or section to another division or section, in the event that the Organizational Structure is changed.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

Records Management Requirements-Police		<i>Y</i>	<i>N</i>	<i>U</i>	<i>F</i>	<i>M</i>	<i>Comments</i>
Special Investigative Unit Considerations							
139.	Manchester Police Department has a Special Investigative Unit (SIU) that handles sensitive cases including drug case investigations. This requires secure features to delineate SIU investigations from other Department investigations.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
140.	The system provides security integrity of sensitive information involved in ongoing and past investigations.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
141.	The system security prohibits unauthorized persons from viewing case information including names, nature of the crime, property, comments and narratives.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
142.	The system contains a secure method of tracking evidence.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
143.	Suspect's name, associated with evidence submitted, can not be viewed by evidence technicians.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
144.	The system handles SIU evidence whereby non-SIU evidence handlers are prohibited from destroying needed evidence.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

Records Management Requirements-Police		<i>Y</i>	<i>N</i>	<i>U</i>	<i>F</i>	<i>M</i>	<i>Comments</i>
Special Investigative Unit Considerations							
145.	The system handles tracking arrests that SIU personnel handle, which are non-Department arrests. These arrests are normally made in cooperation with other agencies, such as ATF, INS or State Police.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
146.	The system handles tracking arrests that SIU personnel handle, which are Department arrests.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
147.	The system tracks drug purchases by undercover officers, in a secure manner.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
148.	The system handles budgetary information for undercover drug purchases.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
149.	The system handles recording seizures of items such as drugs, money, guns and other property.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

<i>Records Management Requirements-Police</i>		<i>Y</i>	<i>N</i>	<i>U</i>	<i>F</i>	<i>M</i>	<i>Comments</i>
Domestic Violence Requirements							
150.	The system has a field associated with the case number that flags the case as being handled by the Domestic Violence Unit	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
151.	Ability to email investigative reports, arrest reports, property reports, criminal records and NCIC III's through the RMS program.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
152.	Ability to pull specific demographic information from reports handled by the Domestic Violence Unit to compose a statistical report including the following:						
	a) Age	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	b) Gender	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	c) Race	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	d) Relationship of victim to offender	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	e) Number of Arrests	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	f) Arrest Charge Totals	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	g) Calls for assistance (All 911 and other calls made to law enforcement)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	h) Incident reports (All responses to an incident as reported on an incident report)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

Records Management Requirements-Police		Y	N	U	F	M	Comments
Domestic Violence Requirements							
	i) Cases/incidents investigated (All cases in which evidence was collected and witnesses interviewed relating to an incident)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	j) Arrests of predominant aggressor (Responses by law enforcement in which only the predominant or primary aggressor is arrested.)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	k) Dual Arrests (Responses by law enforcement in which two parties involved in the incident are arrested)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	l) Protection/ex parte/temporary restraining orders served (All incidents in which these types of orders have been served on offenders.)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	m) Arrests for violation of bail bond (All instances in which arrests were made of offenders who violated conditions set out in their bail bonds.)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	n) Enforcement of warrants (All instances in which warrants relating to these incidents were enforced.)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

Records Management Requirements-Police		<i>Y</i>	<i>N</i>	<i>U</i>	<i>F</i>	<i>M</i>	<i>Comments</i>
Domestic Violence Requirements							
	o) Arrests for violation of protection order	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	p) Protection orders issued (All orders issued by law enforcement or at the request of law enforcement in a domestic violence case.)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	q) Referrals of cases to prosecutor	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	r) Referrals of federal firearms charges to federal prosecutor	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	s) Domestic violence temporary protection orders requested	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	t) Domestic violence final protection orders requested	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	u) Domestic violence temporary protection orders granted	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	v) Domestic violence final protection orders granted	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
153.	Ability to add fields to capture data required by grants.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

<i>Records Management Requirements-Police</i>		<i>Y</i>	<i>N</i>	<i>U</i>	<i>F</i>	<i>M</i>	<i>Comments</i>
Juvenile Records Considerations							
154.	Special security must be provided to the juvenile files to prevent any person other than authorized juvenile officers or other authorized persons access to the files. Juvenile files must be clearly identified as such on-screen.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
155.	The system automatically seals juvenile records when a juvenile turns 19 years of age. Once sealed, special security must be in place to access these sealed records.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
156.	When a regular search of any name is conducted, the system displays names of adults and juveniles, but prohibits the viewing of details of juvenile criminal records, if there is no security clearance for viewing juvenile records.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
157.	The system has a field in the names record for identifying if the subject is on Parole or Probation and, if so, the contact information of the respective parole of probation officer.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

Records Management Requirements-Police		Y	N	U	F	M	Comments
Property							
158.	Property, which is entered into the police property room, must be logged into this file. The system must log the description of the property, the related case number, bin number, owner information, case disposition and released or destroyed documentation. Property of any status, stolen, recovered, etc., must be documented in this file allowing the system to cross reference articles and identify lost and recovered property, etc.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
159.	The property module must have the following functions:						
	a) Stolen/lost/found/recovered property tracking	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	b) Evidence tracking	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	c) Registered/safekeeping property tracking	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	d) NCIC standards compliance	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	e) Continuity from stolen to property room to disposed	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	f) Chain of evidence	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

Records Management Requirements-Police		Y	N	U	F	M	Comments
Property							
	g) Investigator tracking	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	h) Purge/destroy/release scheduling	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	i)- Court scheduling	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	j) Disposition reporting	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	k) Property room location inquiry and report	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	l) Cross reference to related case numbers	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
160.	Comprehensive reporting & inquiry interfaces with:						
	a) UCR/NIBRS	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	b) Master name index	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	c) Case file	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	d) Case management	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	e) Crime analysis	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	f) Related case numbers	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
161.	The property file must provide the ability to maintain corresponding data elements for the following types of property:						
	a) Vehicles	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

Records Management Requirements-Police		Y	N	U	F	M	Comments
Property							
	b) Articles	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	c) Guns	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	d) Securities	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	e) Boats	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
162.	The property file must provide the ability to maintain corresponding data elements for the following property categories:						
	a) Stolen	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	b) Recovered	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	c) Evidence	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	d) Holding	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	e) Pawned	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	f) Registration	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	g) Damaged	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	h) Fail To return	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	i) Lost	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	j) Other	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

Records Management Requirements-Police		Y	N	U	F	M	Comments
Property							
163.	Property evidence disposition table must include the ability to determine current disposition of property entry. Code table must include, but not be limited to:						
	a) Flag to be auctioned	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	b) Flag to be destroyed	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	c) Flag to be pulled for court, identifying which court	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	d) Flag to be returned to owner	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	e) Sent to crime lab	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	f) Signed out by officer for court	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	g) Sent to prosecutor's office	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	h) Auctioned	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	i) Destroyed	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	j)- Returned to owner	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	k) Retained pending appeal or retrial	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	l) Flag for a court order	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

Records Management Requirements-Police		<i>Y</i>	<i>N</i>	<i>U</i>	<i>F</i>	<i>M</i>	<i>Comments</i>
Property							
164.	The system must allow searching for a particular property item and then branching to review details. After reviewing details, the system must allow immediately returning to the list of property items for further branching	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
165.	The history of a property item must include the former locations of the item.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
166.	The system must allow the ability to re-open a property item that has been closed.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
167.	The system must allow a simple way to close a property item.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
168.	The system must offer a way to move all items in one location to another location	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
169.	The system must offer a detailed report for a property item, executable from viewing the property item on the display	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
170.	The system must do an automatic search of NCIC property files whenever a serial number is entered for a recovered or found item.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

Records Management Requirements-Police		Y	N	U	F	M	Comments
Property							
171.	This automatic NCIC check should be done when the evidence technician is handling the evidence, during the process of moving the evidence from temporary storage to a location in the evidence room.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
172.	The system must provide an officer with the option of automatically checking NCIC for a serial number on a piece of evidence, while on the same screen on which he enters the property in his or her report.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
173.	The system must offer major case reporting with an unlimited number reports associated with a case.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
174.	The system must offer a report of evidence to be destroyed or released based on the following factors:						
	a) disposition of the associated charge and a time limit for appealing the court's finding for the charge	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	b) an arrest exists	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	c) charge disposition (from court) indicates that the property may be released	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

Records Management Requirements-Police		<i>Y</i>	<i>N</i>	<i>U</i>	<i>F</i>	<i>M</i>	<i>Comments</i>
Property							
	d) no arrests can be made (exceptional clearance)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	e) appeal options for arrested person are exhausted	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
175.	The report for listing property that may be destroyed must automatically run to notify evidence technicians when conditions are met to destroy property	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
176.	Evidence technicians must have security to process property for protected (secure) cases.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
177.	When reviewing case information for a case with property, the system must offer simple ways to perform the following tasks:						
	a) determine if there has been an arrest on the case	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	b) Branch to court dispositions if there is an arrested person associated with the case,	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	c) find who is the primary investigator on the case	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	d) flag charges that are under appeal	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

Records Management Requirements-Police		<i>Y</i>	<i>N</i>	<i>U</i>	<i>F</i>	<i>M</i>	<i>Comments</i>
Property							
	e) branch to details of cases that are related.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
178.	The system must offer a separate disposition with each charge, including a separate disposition for each count of each charge.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
179.	The system must offer an unlimited text field for the description of the charge disposition.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
180.	When an officer writes a report, the system must assign a unique identification number for the property item that will remain unchanged.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
181.	The system must offer a list of all property items, entered into temporary storage, to the evidence technicians for processing.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
182.	After viewing a simple list of property items, then branching to details, the system must permit the user to branch back to the simple list and scroll up or down to continue to search this list.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
183.	The system must have the ability to attach a photo to the property record	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

Records Management Requirements-Police		Y	N	U	F	M	Comments
Property							
184.	The vendor shall propose a bar code system to support the tracking of evidence movement. These shall be portable bar code readers that permit the user to move about collecting scanned data. The system shall permit the uploading of data from the bar code to the RMS system via a cable/ and wirelessly within the Police Department.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
185.	A total of two bar code readers shall be supplied with the system.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
186.	The system must offer an integrated bar coding system with the use of portable hand-held bar code readers and printers.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
187.	Bar coding must be available but not required to use the property system	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
188.	Bar code labels must include all entered descriptors on at least 10 pt aerial font	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
189.	Bar code must be no larger than 4" by 4"	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
190.	Whenever a serial number for an item of property is entered, anywhere in the system (including report writing), an automatic search is performed on the database, notifying the user of a match.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

Records Management Requirements-Police		Y	N	U	F	M	Comments
Property							
191.	The system includes an on-line query to search for any or group of property items in the system.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
192.	The Property subsystem includes the ability to maintain Pawn Slip information including:						
	a) The seller's identification	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	1) Name	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	2) DOB	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	3) Address	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	4) Telephone Number	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	b) The pawn shop identification	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	c) Items sold to the pawnshop, in NCIC property format, including.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
193.	Pawn slips are integrated with the Names system	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
194.	Pawn slips are integrated with the case number system so that if a match between a serial number that was reported in a case, the user is automatically alerted with the case number and property information.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

<i>Records Management Requirements-Police</i>		<i>Y</i>	<i>N</i>	<i>U</i>	<i>F</i>	<i>M</i>	<i>Comments</i>
Property							
195.	Pawn Slip entry is integrated with NCIC, so that when a user enters the serial number of a pawned item, the system prompts the user to automatically check NCIC.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

<i>Records Management Requirements-Police</i>		<i>Y</i>	<i>N</i>	<i>U</i>	<i>F</i>	<i>M</i>	<i>Comments</i>
Personnel Management							
196.	The system must provide for the input and maintenance of personnel information, such as scheduling and skills.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
197.	The personnel system must allow for the maintenance of employee training information, to include classes taken, certifications held and notification of expiration of certifications.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
198.	The personnel system must allow for the maintenance of employee qualifications i.e. skills, knowledge, & abilities information.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
199.	The system must provide ability to maintain records on employees with user defined special skills.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
200.	The system must provide the ability to print a summary of department personnel listing sorted by, but not limited to:						
	a) Seniority date	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	b) Employee rank	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	c) Employee name	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	d) Employee ID number	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

Records Management Requirements-Police		<i>Y</i>	<i>N</i>	<i>U</i>	<i>F</i>	<i>M</i>	<i>Comments</i>
Personnel Management							
	e) Groups	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	f) Shifts	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	g) Combination of above	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
201.	The system must allow for the entry of individual schedules.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
202.	The system must allow for scheduling to be performed in batch mode by platoons or groups.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
203.	User must be able to define earned time accumulators.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
204.	The system must provide the ability to maintain records on; and report on special report on special occurrences. Examples: commendations, disciplinary actions, etc.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
205.	The system must accommodate hourly based or day based transactions, such as sick days, days on, days off, etc.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
206.	The system reporting must generate selective information including:						
	a) Accumulated time	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

Records Management Requirements-Police		Y	N	U	F	M	Comments
Personnel Management							
	b) Analysis of time off, including sick time, vacation time and normal days off.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
207.	The system must provide the ability to interface with the City's Payroll and Human Resources systems (HTE).	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
208.	The system allows for all personnel to be scheduled	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
209.	The system allows multiple schedule patterns, such as 4on/2off pattern, Saturday-Sunday-Holiday pattern and other patterns.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
210.	The system allows recording a batch schedule in the future, by groups and shifts. For example, some groups work 4-month shifts. We require the ability to build a 4-month shift, then build another 4-month shift with people in different groups and shifts.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
211.	Security features permit some staff to view the schedule but not change it.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
212.	The system maintains records of employees who swap schedules (work for each other.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

Records Management Requirements-Police		Y	N	U	F	M	Comments
Personnel Management							
213.	The system permits authorized users to make changes on sick time, vacation, time coming, etc	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
214.	The system includes an audit record of changes in the system including who made a modification and when a modification in scheduling was made.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
215.	The system visually shows sick patterns, including the following circumstances:						
	a) Using sick days in conjunction with days off	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	b) Series of sick days on the same weekday.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
216.	The system provides a list of available staff from which to fill vacancies	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
217.	The system offers a quick reference to view a text narrative of Department guidelines for supervisors to fill-in positions. The system offers users an easily maintained text narrative.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
218.	A supervisor representing each division can schedule and submit a daily roster electronically.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

Records Management Requirements-Police		Y	N	U	F	M	Comments
Personnel Management							
219.	The system includes an approval process for a submitted schedule to be approved by authorized users, before the submitted schedule is committed.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
220.	The system permits staff to request time off via the computer.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
221.	The system allows the viewing of individual employee schedules by everyone or by permission levels.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
222.	The system easily identifies days with shortages and/or overages, graphically on a monthly calendar, whereby those days are color-coded.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
223.	The system assigns primary officers to a specific unit for batch. For example Off. Smith is assigned to Unit 22 everyday he works.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
224.	The system assigns secondary officers to a unit when the primary officer is off for example, Off Jones is always assigned to Unit 22 on Off. Smith's day off.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
225.	The system allows divisions to approve their respective portion of the roster	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

Records Management Requirements-Police		Y	N	U	F	M	Comments
Personnel Management							
226.	The system allows the option to permit or prohibit viewing of a schedule from a mobile PC.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
227.	The system tracks FMLA sick days.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
228.	The system offers the users a quick and simple way to display (and print) the names and phone numbers of all officers who have a special skill such as Special Reaction Team members.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
229.	The system contains a one-page Roster Summary Report including the same information as on 'RMS Roster Form.xls'.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
230.	The one-page Roster Summary Report may be printed for each of the following shifts:						
	a) 0001 hrs to 0800 hrs	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	b) 0801 hrs to 1600 hrs	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	c) 1601 hrs to 2400 hrs	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
231.	The system restricts access to changing the schedule	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
232.	The system allows administrators to set the level of auditing to record online transactions, such as who changed a schedule and when this was done.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

<i>Records Management Requirements-Police</i>		<i>Y</i>	<i>N</i>	<i>U</i>	<i>F</i>	<i>M</i>	<i>Comments</i>
Training Management							
233.	The system maintains training class schedules, course syllabuses, instructors, class size or limits, etc	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
234.	Supervisors shall be notified in advance of required evaluations.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
235.	The system records the status of evaluations returned by evaluators.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
236.	The system provides notification of missing and incomplete evaluations.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
237.	Individual personnel files shall be retrievable, in full or in part, by employee name and/or number.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
238.	A generalized search capability shall also be available to identify personnel with specific skills and experience and to facilitate analyses of Departmental personnel makeup and performance.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
239.	Rosters, including selected summary employee information, shall be retrievable by individual, organizational entity, or for the entire Department.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

Records Management Requirements-Police		Y	N	U	F	M	Comments
Training Management							
240.	The system includes a training schedule and history	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
241.	The system tracks the following Physical Fitness categories for each applicable employee:						
	a) Re-certification	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	b) History of testing	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	c) Re-Certification Due Date	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	d) Charts and graphs for performance comparison	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	e) Body fat	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	f) Rating	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	g) Automatic Fitness program recommendations	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	h) Automatic Dietary program recommendations	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
242.	The system automatically alerts appropriate training personnel about required re-certification training including:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	a) Use of force	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	b) Instructor Certification	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

Records Management Requirements-Police		Y	N	U	F	M	Comments
Training Management							
	c) Firearms	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
243.	The system prints a report in the format of the New Hampshire State Police Standards and Training Form F. (See XII. GENERAL EXHIBITS, G. NHSP S&T FORM F.)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
244.	The system includes a report for active Police Officers who are due for training types such as:						
	a) Physical Training	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	b) Use of Force	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	c) Firearms	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	d) etc	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
245.	The system creates a report to include:						
	a) Training Dates	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	b) Training Due	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	c) This may be sorted by:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	1) Type of training	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	2) Date	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	3) Name	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	4) Social Security Number	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

Records Management Requirements-Police		Y	N	U	F	M	Comments
Training Management							
246.	The system allows data entry for the following fields for a scheduled course:						
	a) Name	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	b) Course Date	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	c) Course Title	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	d) Course Location	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	e) Length of course in days and/or hours	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	f)- Scheduled training dates	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	g)- Accepted or Denied	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
247.	The system automatically notifies Training Officers of identification of remedial training recommendations, including:						
	a) Name of subject in need of training	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	b) Title of Course	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	c) Date of Course	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
248.	The system sends automatic reminders for instructor certification expiration dates including the following types of certification:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	a) Firearms	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

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Training Management							
	b) OC Spray	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	c) Intoxilizer	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	d) Armorer Certification	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
249.	The system stores Certification expiration dates.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
250.	The system includes a training database of the CAD/RMS for training new users.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
251.	The system provides security for supervisors to view employees' certification.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
252.	The Training subsystem has a direct interface with the CAD subsystem to permit dispatchers to quickly and easily view officers who are currently certified for a skill such as Intoxilizer.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
253.	The system records the time when an instructor acts in an instructor capacity to contribute the time spent towards certification requirements.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
254.	The system keeps a history of instructors' efforts including:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	a) teaching time	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

<i>Records Management Requirements-Police</i>		<i>Y</i>	<i>N</i>	<i>U</i>	<i>F</i>	<i>M</i>	<i>Comments</i>
Training Management							
	b) Number of Students	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	c) Teaching locations	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	d) Length of class	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	e) Course topic	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

Records Management Requirements-Police		Y	N	U	F	M	Comments
Inventory							
255.	Many divisions need inventory management. The desired features include:						
	a) Budgetary Comparison option	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	b) Includes a bar coding system option that is not required to be used with the system	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	c) Allows for use of a portable computer in stockroom with downloading to inventory database	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	d) Reorder points	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	e) Permits user to custom design purchase order request forms from a spreadsheet such as Microsoft Excel. See 'Purchase Request Form.xls'.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	f) Support for lending (library style)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	g) The Inventory database must be able to have fields added and redefined without losing existing data.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
256.	Data to be available must include but not be limited to :						
	a) ID #	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

Records Management Requirements-Police		<i>Y</i>	<i>N</i>	<i>U</i>	<i>F</i>	<i>M</i>	<i>Comments</i>
Inventory							
	b) Class	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	c) Type	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	d) Description	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	e) Unit	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	f) Budget amount for item	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	g) Cost	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	h) Make	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	i) Model	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	j) Quantity	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	k) Total Value – Total Stock on hand	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	l) Total Stock on hand	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	m) Location	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	n) Division	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	o) Status	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	p) Remarks	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	q) Serial Number	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	r) Assigned to	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	s) Date assigned	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	t) Motor Vehicle Number	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

Records Management Requirements-Police		Y	N	U	F	M	Comments
Inventory							
	u) MV Date assigned	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	v) MV Date acquired	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	w) Replace Date	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	x) Maintenance Due Date	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	y) Issued By	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
257.	When an item is issued to a subject, it is deducted from the overall count of inventory	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
258.	Equipment Issue Reports are available for which persons sign indicating:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	a) Items received	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	b) Issue Date	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
259.	A report is available to create categories of equipment issue forms. For example a form is available for new officers to sign for standard items to be issued. Another list of items is available for SRT Team officers.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
260.	A report is available by officer listing history of items issued including:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	a) Item	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

<i>Records Management Requirements-Police</i>		<i>Y</i>	<i>N</i>	<i>U</i>	<i>F</i>	<i>M</i>	<i>Comments</i>
Inventory							
	b) Date Issued	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	c) Remarks	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
261.	A financial report is available, by date range listing amount of money spent broken down by Class and Type.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	a) must allow user to define up to ten issuers for this report parameter	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

Records Management Requirements-Police		Y	N	U	F	M	Comments
Traffic Accidents							
262.	The format of the screens for data entry of traffic accidents must resemble New Hampshire State Traffic Accident Reports. (See XII. GENERAL EXHIBITS, H. NH ACCIDENT FORM and I. NH ACCIDENT SUPPLEMENTAL FORM.)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
263.	All fields entered on an accident report must become part of the database for searching and running reports.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
264.	This file must do monthly, quarterly, and yearly reports on high accident location, among other statistical reports concerning this file.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
265.	System capable of changing the state form format when required by the state.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
266.	The NH State Traffic Accident Reports MUST be available in the cruisers (MPC)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
267.	The user must be able to fill in the codes on the sides of the accident report by using drop down menus for each field. (See XII. GENERAL EXHIBITS, J. ACCIDENT TEMPLATE FORM.)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
268.	This file must have the ability to:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

Records Management Requirements-Police		Y	N	U	F	M	Comments
Traffic Accidents							
	a) Add a traffic incident.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	b) Determine the frequency of traffic incidents by type of accident.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	c) Review accidents on-line based on month to month comparison.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	d) Review accidents on-line based on 12 month ending date.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	e) Review accidents on-line based on frequency at a location.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
269.	The system must offer simple selection of windows based printers.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
270.	The transmit button should be the same on all screens	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
271.		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
272.	The system allows easier address validation for local addresses	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
273.	The system offers a search for accidents on an entire street including all intersections on the street without having to specify each intersection; on one report	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

Records Management Requirements-Police		Y	N	U	F	M	Comments
Traffic Accidents							
274.	The system includes the following modules: Accident reports, tows and bikes all done in the system; not separate databases	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
275.	The system is integrated between Towed Vehicles and Traffic Accidents.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
276.	The system has an option to email and bill reports to insurance companies	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
277.	The system has an option to automatically print reports.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
278.	The system offers auto filing of previous information when entering data on one accident	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
279.	The system contains an Accident Report drawing module/component.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
280.	The system performs vehicle plate checks linked to the boot list	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
281.	The system offers an option to print State of NH Traffic Accident Reports on 2 sides	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
282.	The system offers users a simple way to search any and all fields of a State of NH accident report.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

Records Management Requirements-Police		<i>Y</i>	<i>N</i>	<i>U</i>	<i>F</i>	<i>M</i>	<i>Comments</i>
Traffic Accidents							
283.	The system allows users to report all types of traffic accidents including personal injuries, fatalities and hit & runs.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
284.	The system offers a report to include, but is not limited to, the following parameters:						
	a) Location	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	b) Date Range	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	c) Any combination	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
285.	The system must offer users the ability to view accident reports on-line, in the format of a State of NH accident report; and easily branch to any investigative reports for the accident.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
286.	The system offers an option for on-line approval of accident reports	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
287.	The system prohibits unauthorized users from viewing unapproved accident reports	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
288.	The system offers system security whereby accident reports may not be changed after approval, without authorization and with a full audit trail.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

Records Management Requirements-Police		Y	N	U	F	M	Comments
Traffic Accidents							
289.	Authorized users must be able to add nodes to an accident report whether the report has been approved and unapproved.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
290.	System compatible to insert disk from state w/nodes to automatically fill in the nodes section on state accident report when the user enters the location on the accident form.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
291.	The system allows a user to print the accident report with one click.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
292.	The system offers a case disposition of 'Exchanged Information' whereby the accident report (if existent) is not filed with Manchester Police Department	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
293.	System must have required fields for the users to fill in the names and plate numbers on "exchanged information" accidents	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
294.	The system must offer a search for names that are entered in the narrative section of an accident report.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
295.	The system should be able to print a report of all accident reports listing finished reports, unfinished reports and any report pending approval	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

Records Management Requirements-Police		<i>Y</i>	<i>N</i>	<i>U</i>	<i>F</i>	<i>M</i>	<i>Comments</i>
Traffic Accidents							
296.	The system should be able to “flag” the user if a report is finished, unfinished, under investigation, court (w/an option to type a court date) or pending approval therefore notifying the user whether or not the report is releasable.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
297.	System can search for listings of accidents by a specified range of date and time. Example: 1/1/05 1500-2400 hrs to 1/31/05 1500-2400 hrs	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
298.	System can report a total number of accidents by type of accident: accident, accident with personal injury, Fatal, H&R for any specified date and time range.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
299.	The system includes a report that identifies the locations of the most accidents within a user-defined time frame, with the total number of accidents at each location.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

<i>Records Management Requirements-Police</i>		<i>Y</i>	<i>N</i>	<i>U</i>	<i>F</i>	<i>M</i>	<i>Comments</i>
Stolen/Impounded Motor Vehicles							
300.	The system must accommodate vehicles that are recovered, stolen, suspect, impounded, etc. All related vehicle information must be listed along with the owner and/or driver information. This file must also track how long a towed vehicle has been impounded.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
301.	The system includes a Hot Sheet report available on line that lists vehicles that this agency identified as actively stolen or in unauthorized use status, including the following descriptors:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	a) Plate	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	b) Year	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	c) Make	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	d) Model	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	e) Colors	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	f) Date of Reported Theft	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	g) Case number of Reported Theft	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

Records Management Requirements-Police		Y	N	U	F	M	Comments
Stolen/Impounded Motor Vehicles							
302.	This Hot Sheet Report is quickly available on MPC's or on in-house computers, with little user intervention.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
303.	The system has an interface to NCIC, whereby when a user enters a stolen motor vehicle in the RMS system, it is automatically entered into NCIC.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
304.	If an officer reports a stolen motor vehicle, the report is automatically electronically sent to dispatchers to enter the stolen vehicle on NCIC. This does not automatically occur with unauthorized use.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
305.	The system requires the recording of the following information whenever another agency reports the recovery of a motor vehicle that was reported stolen from Manchester.						
	a) Other agency's name	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	b) Contact name	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	c) Contact phone number	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	d) Whether or not any arrests were made	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	e) Condition of vehicle	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

Records Management Requirements-Police		Y	N	U	F	M	Comments
Stolen/Impounded Motor Vehicles							
	f) Tow Company	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
306.	The system includes the ability to track a bait car on a GPS map.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
307.	The system has an interface to another system whereby a bait car automatically notifies MPD Dispatch if the ignition is tampered with.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
308.	The system has an interface to another system whereby Dispatchers can power off a bait car.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
309.	The system has a quickly run report that lists subjects convicted of stolen motor vehicles; available from a MPC or in-house computer, including the following information:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	a) Name	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	b) Date of Birth	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	c) Address	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	d) Sex	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	e) Height	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	f) Weight	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	g) Hair color	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

<i>Records Management Requirements-Police</i>		<i>Y</i>	<i>N</i>	<i>U</i>	<i>F</i>	<i>M</i>	<i>Comments</i>
Stolen/Impounded Motor Vehicles							
	h) Race	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

<i>Records Management Requirements-Police</i>		<i>Y</i>	<i>N</i>	<i>U</i>	<i>F</i>	<i>M</i>	<i>Comments</i>
Traffic Summonses/Citations							
310.	Both traffic citations and warnings must be listed in this file. This file must also accommodate violations made by pedestrians and bicyclists. It must document the subject, driver, and vehicle information. A description of the location of the violation along with the violation number is required.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
311.	The system must allow the user to change the case number of a citation without deleting and re-entering the details of the citation, but should have an audit trail.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
312.	The system must display the charge description in addition to the charge code, when inquiring on a selected citation.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
313.	The system has the capability of looking up a citation by case number, citation number or name.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
314.	Users are able to change the citation number in the event of data entry error without having to re-enter the citation, but with an audit trail.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

<i>Records Management Requirements-Police</i>		<i>Y</i>	<i>N</i>	<i>U</i>	<i>F</i>	<i>M</i>	<i>Comments</i>
Traffic Summonses/Citations							
315.	When displaying a citation, the screen displays the entire charge description without truncation.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

Records Management Requirements-Police		<i>Y</i>	<i>N</i>	<i>U</i>	<i>F</i>	<i>M</i>	<i>Comments</i>
Bicycle Registrations							
316.	This system must document all person(s) name, address, registration number, serial number, make, color, value, and issued date on each bicycle registration form.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
317.	All fields must be searchable	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
318.	Issue date must be automatically filled in as each new registration is entered.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
319.	All fields must be filled in when entering a new bicycle registration.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
320.	Must be able to do reports by date: monthly, quarterly and yearly	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
321.	The system is linked with evidence, RMS and CAD to the bicycle registration module to flag user that bicycle is registered in system.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
322.	The system has a way to invalidate bicycle registrations, with user-defined reasons for invalidation.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
323.	Must be able to print a report with specified fields chosen and dates.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

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Bicycle Registrations							
324.	Bicycle Registration must be able to be printed in the same format as the form. (See XII. GENERAL EXHIBITS, K. BICYCLE PERMIT FORM.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

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Report Entry/Report Writing							
325.	Record entry processing may be interrupted and continued at a later time.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
326.	Once a record entry is completed, a report may be printed.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
327.	The system will automatically perform name check to see if the person being entered on a report has prior experience in the department's database, based on name and DOB. If a match is identified, the system will offer the user the option of filling in the fields with the existing information.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
328.	Supervisors may be assigned security to approve reports	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
329.	The system must allow for self-approving reports.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
330.	Reports that fail the approval can be marked with remarks and sent back to the officer filing the report.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
331.	Some officers are permitted to view a report before it is approved	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

Records Management Requirements-Police		Y	N	U	F	M	Comments
Report Entry/Report Writing							
332.	During the approval process, supervisors may give read access, which is limited to specific divisions or specific individuals.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
333.	Some entire case information may be restricted from viewing; not just restricting the narrative, for example drug investigation cases.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
334.	Record entry will serve, but not be limited to, the following reports:						
	a) Incident Report	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	b) Supplemental Report	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	c) Field Inquiry	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	d) Arrest/Booking Report	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	e) Property Report	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	f) Person Report	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	g) Traffic Accident Report w/ drawing templates for street intersections	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	h) Citation Report	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	i) Warnings	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
335.	Photos can be embedded into the report, including the printout.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

Records Management Requirements-Police		Y	N	U	F	M	Comments
Report Entry/Report Writing							
336.	Digital Video can be embedded into a report for viewing	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
337.	Pressing of a function key or single mouse click will display current data for a specific report.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
338.	Once approved, data from a report can not be changed.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
339.	Users can select to print current report or select to print original reports that were filed or any portion thereof, e.g. print page 3 only of a report.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
340.	The system automatically checks for NIBRS completeness upon submitting.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
341.	If NIBRS errors are identified upon submitting, the officer is given instructions for correcting the errors; and is advised to correct and re-submit the report.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
342.	The system allows for only one Initial Investigative Report per case number.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
343.	The system allows for an unlimited number of Supplemental Reports per case number.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
344.	The system offers a list of State of NH RSA's with descriptions and definitions	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

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Report Entry/Report Writing							
345.	The system maintains word processing formatting such as bold, tabs, indentation, etc.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
346.	Evidence taken in includes a field for an officer name, which is associated with the item for evidence tracking.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
347.	The system offers an option for the officer to perform an NCIC check, when a piece of property is recovered and has a serial number.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
348.	The system has the option of maintaining audit logs to track who has viewed a report; and when this was done.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
349.	The system has the option of maintaining audit logs to track who has printed a report and when this was done.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
350.	If an officer is performing data entry on a name, the system will identify if the name is already on the report and officer the option of completing the fields for the same name.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
351.	The report writing subsystem includes a printout to be attached to each piece of evidence that is being reported on the case.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

Records Management Requirements-Police		<i>Y</i>	<i>N</i>	<i>U</i>	<i>F</i>	<i>M</i>	<i>Comments</i>
Report Entry/Report Writing							
Laptop PC Report Entry							
352.	Must work with any IBM compatible PC.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
353.	Windows or Web based entry required.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
354.	All functions for writing a report from an in-house desktop computer are available on a mobile computer, including arrest reports.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
355.	Must serve the following reports:						
	a) Incident and supplemental	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	b) Names	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	c) Narrative	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	d) Property	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	e) Traffic Accidents	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
356.	Static and Geo data must reside on each laptop for edits.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
357.	All data entered on the lap top must be edited by the system.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
358.	All input must conform to State reporting standards.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

<i>Records Management Requirements-Police</i>		<i>Y</i>	<i>N</i>	<i>U</i>	<i>F</i>	<i>M</i>	<i>Comments</i>
Report Entry/Report Writing							
Laptop PC Report Entry							
359.	Data must be capable of being downloaded to server.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
360.	Main program must allow conflict resolution before actual update of database.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
361.	Mugshots are embedded on a subject's record when viewed from a cruiser's MPC.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
362.	Mapping software on a MPC displays the location of the call to which the unit is being dispatched.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
363.	Supervisors may review and approve reports from their MPC.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
364.	The system has an option for new users whereby the system steps officers through completing a report. Advanced users may use a different method of completing a report.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

Records Management Requirements-Police		Y	N	U	F	M	Comments
Field Interviews							
365.	This file must allow for a detailed list of subject's personal description, school, home, work, vehicle, and prior criminal history information. The purpose for the Field Interview Report is to document the location of persons under suspicious circumstance. A field interview must include remarks for the field interview.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
366.	The field interview reports are integrated into the Master Names Index to include the following:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	a) Case number	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	b) Alias and street name	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	c) Related cases	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	d) Accomplices	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	e) Name flags such as weapons, probation/parole, drugs, alcohol, curfew, bench warrant, mental, sex offender	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	f) Multiple license plates/vehicles associated with subject	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	g) Gang affiliation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

Records Management Requirements-Police		<i>Y</i>	<i>N</i>	<i>U</i>	<i>F</i>	<i>M</i>	<i>Comments</i>
Field Interviews							
367.	The system includes a way to alert another individual or division to review the field interview	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
368.	Field Interviews may be recorded on a MPC or Desktop computer.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
369.	Photos may be attached to a field interview for embedding in a subject's record.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
370.	Photos taken from field interviews may be removed after one year from the field interview with a simple batch process.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
371.	The system includes a report to provide statistics on subjects who were field-carded within a user-defined date/time range, by:						
	a) age	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	b) race	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	c) sex	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	d) total field cards created	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

Records Management Requirements-Police		<i>Y</i>	<i>N</i>	<i>U</i>	<i>F</i>	<i>M</i>	<i>Comments</i>
Crime Analysis Functions							
372.	The system must provide the ability to capture Crime Analysis related data in the complaint report file and produce the following reports in the crime analysis module:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	a) Date of offense	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	b) Time of offense	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	c) Location of offense	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	d) Description of the type of premises	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	e) Type of offense	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	f) Method and point of entry	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	g) Description of weapons used	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	h) Description of tools used	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	i) Victim date (age/relationship)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	j) Type of property stolen	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	k) Suspect vehicle description	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	l) Suspect description	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	m) M.O. parameters	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	n) Value of property stolen	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

Records Management Requirements-Police		Y	N	U	F	M	Comments
Crime Analysis Functions							
	o) Value of property recovered	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
373.	The system includes an interface to The Omega Group's CrimeView2000 system	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
374.	The system includes and interface to ESRI mapping	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
375.	The system must provide the ability to print a report which targets specific type of crimes based upon the following:						
	a) Location (specific address) of occurrence	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	b) User selected crime type	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	c) Specific crime patterns	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	d) Geographical groupings of crimes	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	e) Similar type of victims	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	f) Common M.O. of crime	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	g) Suspect vehicle description	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	h) Suspect physical description	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	i) Tools Used	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	j) Weapons used	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	k) Property targeted for theft	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

Records Management Requirements-Police		Y	N	U	F	M	Comments
Crime Analysis Functions							
	l) Point and method of entry	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	m) Scene category of crime	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	n) Crime attempts	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	o) Theft category of crime (shoplifting, from buildings, from vehicles)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
376.	The system must provide the ability to retrieve suspect names based upon:						
	a) Alias(s)/nicknames	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	b) First name	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	c) Physical description	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	d) Physical characteristics	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	e) Known associates	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	f) M.O. 's (Up to 10 M.O.'s in one search)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	g) Prior arrests of types of crimes	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	h) Flagged names such as Registered Sex Offenders	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
377.	The system must provide the ability to retrieve suspect vehicle information based upon:						

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Crime Analysis Functions							
	a) Model year of vehicle	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	b) Make of vehicle	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	c) Top/bottom color of vehicle	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	d) License plate of vehicle	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	e) Partial license plate of vehicle	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	f) Make and model of vehicle	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	g) Make and style of vehicle	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	h) Combination of above	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
378.	The system must provide the ability to retain information on vehicles obtained through:						
	a) Field interview records	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	b) Arrest	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	c) Complaint reports	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	d) Citations/moving violations	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	e) Accident reports	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	f) Want and warrant records	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	g) Suspect vehicles file	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	h) Impounded vehicles	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

Records Management Requirements-Police		Y	N	U	F	M	Comments
Crime Analysis Functions							
379.	The system must provide the ability to retain following information on known offenders:						
	a) Sex offenders	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	b) Narcotics offenders	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	c) Parolees	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	d) Court probationers	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
380.	The system must provide the ability to retain the following information on fingerprints:						
	a) Via subjects identified through complaint report	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	b) Fingerprint classification for each digit	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	c) Type classifications of fingerprints	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
381.	The system must provide the ability to capture and retrieve juvenile information including:						
	a) Juvenile demographic information	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	b) Juvenile personal characteristics	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

Records Management Requirements-Police		Y	N	U	F	M	Comments
Crime Analysis Functions							
382.	The system includes reporting statistical reports for any combination of NIBRS fields	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
383.	The system provides a comprehensive report for arrest details and statistics including:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	a) Arrests with a user-defined time frame for unlimited charges.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	b) Names of persons arrested for a specific charge, a (user-defined) minimum number of times, within a user-defined time frame.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
384.	The system includes a report that identifies the addresses with the highest number of calls within a user-defined date/time range. This list is in order of the highest number to the lowest number.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
385.	The system includes an ad hoc and SQL reporting system, so users may run their own reports to meet Department needs.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
386.	A documented table structure, including indexes, of the database is provided to allow ad hoc and SQL reports to be written.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

<i>Records Management Requirements-Police</i>		<i>Y</i>	<i>N</i>	<i>U</i>	<i>F</i>	<i>M</i>	<i>Comments</i>
Crime Analysis Functions							
387.	Technical support for writing ad hoc and SQL reports is included in the annual maintenance.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

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Patrol Management Requirements							
388.	Patrol Supervisors require printed reports and on-line inquiry functions to enable them to monitor and manage the activities of patrol officers.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
389.	The system includes a report that supervisors may display or print that includes, but are not limited to, the following totals or details, by user-defined date range:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	a) Summonses Issued	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	b) Motor Vehicle Stops	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	c) Filed Cards Issued	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	d) Arrests without Warrants	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	e) Arrests with Warrants	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	f) Parking Tickets Issued	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	g) Calls responded to	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	h) Initial Reports written	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	i) Supplemental Reports written	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	j) Subpoenas Served	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	k) Accident Reports	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

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Patrol Management Requirements							
390.	The system includes a comprehensive report showing an analysis of time spent during a user-defined time frame.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
391.	The system includes a report that breaks down the Traffic summonses issued by the number of each charge within a user-defined date range.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
392.	The system includes a Daily Bulleting including the information that is in the Daily Bulletin Form. (See XII. GENERAL EXHIBITS, L.DAILY BULLETIN FORM.)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
393.	The daily bulletin can be accessed from any MPC or in-house desktop.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

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Calls for Service Reports							
394.	Call-for-service analysis report providing user-selected fields such as date/time; call/type/location/officer assigned.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
395.	Daily summary by call type and reporting district/ zone.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
396.	Incident summary for any time period: date, week, month	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
397.	Calls-for-service report by the source of call.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
398.	Calls-for-service report by the dispatched agency.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
399.	Call-for-service summary report by shift.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
400.	Daily calls-for-service report by shift (radio log).	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
401.	Response time analysis report by reporting district/priority of call.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
402.	Response time analysis report by day of week/time/priority.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
403.	Call activity report by time-of-day/day of week format.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

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Calls for Service Reports							
404.	Call activity summary report by hour of day.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
405.	Call activity summary and percentage by sector/grid activity.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
406.	Call activity summary and percentage reported by shift.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
407.	Call classification by shift report.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
408.	Call activity by patrol/reporting district summary report.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
409.	Calls-for-service report by unit and date.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
410.	Response time reports allowing user to calculate call to dispatch, call to arrival, call to clear times as needed.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
411.	Calls-for-service breakdown by month report with raw totals and percentages.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
412.	Search capabilities on completed calls-for-service are provided using any criteria or combination of criteria the user desires. (I.e. date, time or time range, location, call type code, patrol area, disposition, dispatcher ID, officer assigned, block range).	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

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Alarms							
413.	The system must be able to maintain the following information:						
	a) Unlimited alarm types per location	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	b) Unlimited alarm numbers per location	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	c) Address	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	d) Physical location(s) of the alarm(s)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	e) Phone number for physical location(s) of the alarm(s)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	f) Unlimited alarm companies per location	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	g) Installed date	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	h) Expiration date	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	i) Unlimited text length for information/procedures	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	j) Means of notification	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	k) Reason for exemption (when applicable)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

Records Management Requirements-Police		Y	N	U	F	M	Comments
Alarms							
	l) Billing name by individual and business	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	m) Billing address	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	n) Billing Phone Number	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	o) Up to five contact names with at least three phone numbers per contact	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
414.	The system must be able to automatically track the number of alarm occurrences.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
415.	The system must be able to calculate by user defined parameters how many of the alarm occurrences are billable.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
416.	The system must notify the user that an alarm occurrence was at an unregistered alarm (when applicable) and allow the user to go directly to an alarm file to add the alarm to the system.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
417.	The system must allow the user to manage alarm occurrences with any of the following options:						
	a) Charge for alarm occurrence	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	b) Don't charge for alarm occurrence	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	c) Remove alarm occurrence	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

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Alarms							
	d) Hold an occurrence in a "pending" status for future review	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	e) The user must be able to go to an alarm occurrence after it has already been charged and make adjustments in the form of debits and credits.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
418.	The user must be able to debit and credit the following with a date and comment:						
	a) False alarms	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	b) Unregistered fines	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
419.	The system must allow the user easy access to an alarm history/reconciliation screen that will provide the entire history for an alarm.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
420.	The alarm history/reconciliation screen must provide a list of the following information (with the option of a specific date range) to the user's choice of printing to the screen or a printer.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	a) Date of transaction	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	b) Transaction description	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	c) Associated incident number	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

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Alarms							
	d) Dispatch disposition	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
421.	The alarm history/reconciliation screen must also provide the following year to date information either in a window or through a single key-stroke:						
	a) Number of false alarms charged	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	b) Number of false alarms not charged	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	c) Number of false alarms waiting to be processed	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	d) Total number of false alarms	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
422.	The year to date summary must also include the following information for false alarms, registrations and unregistered alarm fines:						
	a) Dollar balance brought forward	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	b) Billed amount	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	c) Payment amounts	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	d) Credits	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	e) Balance Due	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

Records Management Requirements-Police		Y	N	U	F	M	Comments
Alarms							
423.	The system must track all alarm calls either valid or false and enable warning letters and bills to be sent to alarm abusers as defined by the user.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
424.	The system must allow for the posting and tracking of payments for false alarms, registrations and unregistered alarm fines.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
425.	The system provides for the invoicing of false alarms.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
426.	The system allows for separate charges for first time registration and annual re-registration.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
427.	The default date for payment posting must be the date that the transaction is being entered.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
428.	The user must be allowed to enter comments pertaining to a specific payment.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
429.	The system must allow for printing of the entire alarm record for the registrar's records.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
430.	The alarm portion of the software must interface to the computer aided dispatch portion of the software.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

Records Management Requirements-Police		Y	N	U	F	M	Comments
Alarms							
431.	The system must require qualifying codes designating which calls to the CAD portion will indicate an alarm.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
432.	Information about an alarmed address must be available to CAD call taker/dispatch screen, including:						
	a) Contact names and phone numbers	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	b) Address Flags	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	c) Alarm account narrative with unlimited space for special instructions/considerations.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
433.	Alarm data available to dispatcher must include:						
	a) The location and cross street	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	b) The name of business/resident	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	c) The reporting party's name	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	d) The telephone number of the reporting party	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	e) The telephone number of the business/resident	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

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Alarms							
	f) The type of alarm such as audible, silent, burglary, robbery, personal distress, etc.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	g) Other pertinent information such as motion detectors, contact points, etc.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
434.	The system requires a reports menu which allows users to track and handle alarms by:						
	a) Number	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	b) Address	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	c) Business or other name	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	d) Balance due	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	e) Alarm company	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	f) Billing name	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	g) Chargeable occurrence	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	h) Date installed	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
435.	False Alarm listings by number, address, business or other name and by jurisdiction.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
436.	False Alarms by user-selected incident date.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

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Alarms							
437.	Identify alarm abusers who have exceeded user-defined parameters for warning letters and/or billing invoices.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
438.	Automatically print false alarm warning letters and/or billing invoices based on verification.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
439.	The system must include the option to print alarm bills or notices for only those alarms with a balance due.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
440.	The system must include the option to print alarm bills or notices for only those alarms with overdue balances.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
441.	The system must include the option to print alarm bills or notices for only expired alarms.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
442.	The system must track false alarm cash receipts.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
443.	The system must maintain false alarms adjustment register.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
444.	The system must track trial balances.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
445.	The system must print delinquent notices.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

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Alarms							
446.	Building a common name of an address must be quickly available for the user while creating or changing an alarm account.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
447.	View details of incidents branching from the alarm history, if permissions allow.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
448.	Easy way to setup alarm accounts at addresses with multiple units, even if units are not yet created in the Geo Setup.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
449.	Automatically add interest penalties in percentage, for late bills.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
450.	False alarm bills must print each chargeable false alarm during the billing period, including case number, date and time of the alarm.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
451.	When changing the location of an alarm, the contact persons are changed to the new address in the Geo table.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
452.	The alarm bills must allow for graphics on the bill.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
453.	The system must allow an easy way to create address flags (with an option for narrative) by easily branching from the alarm account.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

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Alarms							
454.	The system must have an option where the alarm's expiration date is extended to an additional year if a new alarm holder registers within a user-defined time period before the alarms expire.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

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Internal Affairs Subsystem							
455.	The system offers a way to record internal affairs cases.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
456.	The system includes user-defined Types of internal affair cases, including:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	a) Citizen Complaints	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	b) Internal Complaints	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
457.	The system includes user-defined Categories of complaints for each category such as, but not limited to, the following types:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	a) Rudeness	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	b) Excessive Force	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	c) Inadequate Police Service	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	d) Biased-Based	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
458.	The system includes user-defined Classes of complaints including, but not limited to, the following:						
	a) Race	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	b) Gender	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	c) Age	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

Records Management Requirements-Police		Y	N	U	F	M	Comments
Internal Affairs Subsystem							
	d) Past Complaints	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
459.	Each complaint contains a field for a disposition such as the following:						
	a) Unfounded	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	b) Substantiated	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	c) Unsubstantiated	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	d) Exonerated	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	e) Policy Failure	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	f) Violation of Standard Operating Procedure	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
460.	The Internal Affairs subsystem includes a link to view the Department's Standard Operating Procedures, which are in the form of a .pdf file	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
461.	The system includes a user-defined field for Disciplinary Action including:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	a) Not Applicable	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	b) Formal Discipline	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	c) Written Reprimand	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	d) Verbal Reprimand	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

Records Management Requirements-Police		Y	N	U	F	M	Comments
Internal Affairs Subsystem							
	e) Counseling	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
462.	The system includes a field to identify the Internal Affairs Investigator.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
463.	The system flags each case by the following:						
	a) MV accident	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	b) Sick time	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	c) Pursuit	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	d) Use of force	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
464.	The system includes a way for Internal Affairs to write investigative reports with links to the case.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
465.	The system includes statistic reports on the frequency of the following:						
	a) Motor Vehicle Accident	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	b) Sick Time	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	c) Pursuits	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	d) Use of force	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
466.	The system includes a checkmark field to identify a case that is 'Garrity/Reverse Garrity given'	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

Records Management Requirements-Police		<i>Y</i>	<i>N</i>	<i>U</i>	<i>F</i>	<i>M</i>	<i>Comments</i>
Extra Detail							
467.	The vendor shall provide a system to support the assignment of off-duty officers to outside details.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
468.	The system shall record information including:						
	a) date and time (defaulting to current time) of detail creation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	b) job # (system assigned sequential number)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	c) company name	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	d) company phone number	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	e) company address	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	f) caller's name	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	g) date of detail	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	h) day of week of detail	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	i) Number of officers needed for detail	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	j) hours of detail	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	k) location of detail	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	l) special instructions for detail	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

Records Management Requirements-Police		Y	N	U	F	M	Comments
Extra Detail							
	m) rate of detail – rates are subject to change.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	n) job type of detail (e.g. construction, night club, miscellaneous and more user-defined job types)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	o) Cruiser (Yes or No)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
469.	The system shall provide a weekly report by job type, with totals for the following:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	a) unfilled details	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	b) details filled by officers	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	c) details filled by reserves	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	d) details filled by sheriffs	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
470.	The system shall provide a weekly report listing the following:						
	a) Officer's name	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	b) Regular detail hours worked	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	c) Overtime detail hours worked	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	d) Supervisor detail hours worked	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
471.	The system must determine overtime rate based on hours worked (overtime begins after 8 consecutive hours worked).	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

Records Management Requirements-Police		Y	N	U	F	M	Comments
Extra Detail							
472.	The system must allow for unlimited rates of pay by category, e.g. extra detail, supervisor, Reserves, City Reserves.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
473.	The system must interact with a personnel scheduling system to prohibit scheduling an officer for a detail when they are already scheduled to work, unless overridden by the detail clerk.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
474.	A detail may be recorded for multiple days.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
475.	The system must have a waiting list of officers available to work a detail for a specific date.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
476.	The waiting list shall include times that the officer is available for the day.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
477.	The system shall allow officers to create a record for placing themselves on the waiting list, with date/time stamp for the record.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
478.	The list of available officers shall provide name, pager number, cell phone number, and wire line number.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

Records Management Requirements-Police		Y	N	U	F	M	Comments
Extra Detail							
479.	The system shall maintain an hourly pay rate for off-duty hours worked for each employee, subject to change due to contracts.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
480.	A detail's work period may be partitioned in two sequential assignments staffed by different officers.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
481.	A historical record shall be made to record the date, time and number selected when a notification is made to fill the detail.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
482.	The system shall provide the capability to record the number of hours that the officer reports working for each specific job. Hours worked and dollars billed for any selected time period shall be retrievable by officer or vendor.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
483.	Hourly rate and surcharge must be able to be changed at any given time.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
484.	The system shall permit security for users to view only jobs and assignments.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
485.	The system shall permit security for users to modify, add or delete jobs and assignments.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

<i>Records Management Requirements-Police</i>		<i>Y</i>	<i>N</i>	<i>U</i>	<i>F</i>	<i>M</i>	<i>Comments</i>
Extra Detail							
486.	A report shall be available that lists location, hours, number of officers, officer(s) name(s) and work order daily.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
487.	The system has an interface with SunGard HTE's payroll system.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

Records Management Requirements-Police		Y	N	U	F	M	Comments
Fleet Maintenance							
488.	Provides the ability to automate the repair and maintenance of equipment and/or fleet on an organization wide basis.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
489.	Provide for a full featured Fleet Maintenance system that is fully integrated with the following:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	a) Work order management	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	b) Computer aided dispatch	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
490.	The ability to define maintenance schedules to be performed on assets and have work automatically initiated on the prescheduled times. Automatic work to be scheduled allowing, at a minimum, the following criteria:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	a) A specific date	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	b) After a given period of time	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	c) After a number of miles	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	d) Combination of all of above	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
491.	The ability to check the pending work status online on a vehicle when it is in the shop for other work.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

Records Management Requirements-Police		Y	N	U	F	M	Comments
Fleet Maintenance							
492.	The ability to inquire on upcoming work on a vehicle.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
493.	The ability to track from a user maintained table the cause of work done, such as abuse, normal wear, vandalism, etc.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
494.	The ability to track all costs on a vehicle through its entire life cycle. These costs would include, but not be limited to:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	a) Fuel costs	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	b) Labor costs	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	c) Material costs	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	d) Equipment costs	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	e) Miscellaneous costs	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	f) Purchase costs	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	g) Depreciation costs	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	h) Improvement costs	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
495.	The ability to keep lifetime detailed history of all work and costs on a vehicle.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
496.	The ability to define site custom work codes.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

Records Management Requirements-Police		Y	N	U	F	M	Comments
Fleet Maintenance							
497.	For each vehicle maintain the following general and financial information:						
	a) Vehicle number	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	b) Description	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	c) Department assigned	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	d) Year	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	e) Location	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	f) Model	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	g) Serial number	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	h) Acquisition date	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	i) Type of acquisition	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	j) Cost	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	k) Remarks	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	l) Purchase order number	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	m) Purchase order date	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	n) Maintenance contract	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	o) Lease contract	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	p) Manufacturer	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	q) Dealer	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

Records Management Requirements-Police		Y	N	U	F	M	Comments
Fleet Maintenance							
	r) Last transfer date	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
498.	Allow for the storage and maintenance of detail vehicle equipment information. This information is to include at a minimum the following detail:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	a) Plate number	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	b) Fuel type	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	c) Service status	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	d) In service date	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	e) Out service date	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	f) Last inspection performed	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	g) Next inspection required	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	h) Latest mileage	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	i) Latest engine hours	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	j) Auxiliary engine detail	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	k) Ignition key number	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	l) General notes	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

Records Management Requirements-Police		Y	N	U	F	M	Comments
Fleet Maintenance							
499.	The system should maintain detail equipment specifications on each vehicle. This information must at a minimum contain:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	a) Oil type/amount	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	b) Transmission oil type/amount	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	c) Transmission type	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	d) Engine type	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	e) Power steering fluid type/amount	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	f) Other information	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
500.	The system must assist the foreman in the assignment of work.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
501.	Work can be evaluated and assigned in the following manners:						
	1) Priority order	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	2) Vehicle order	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	3) Date order	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	4) Combination of above	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
502.	The system must track work activity by class, such as preventative maintenance, repair, rebuild, etc.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

Records Management Requirements-Police		Y	N	U	F	M	Comments
Fleet Maintenance							
503.	Allow for an unlimited number of work class codes.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
504.	The system must track the number of complaints against a single problem or vehicle.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
505.	The system must track the number of responses against a single work order or complaint.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
506.	The ability to display and select detail of all work orders, in date order that has been performed against a specific vehicle.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
507.	The system must track warranty contracts on all assets and notify users of warranty conditions when work is to be performed.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
508.	Provide the ability for equipment users to report vehicle problems online.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
509.	Provide the ability to track the employees that have worked on a vehicle.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
510.	Allow work orders to be printed in either a centralized or decentralized manner.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

<i>Records Management Requirements-Police</i>		<i>Y</i>	<i>N</i>	<i>U</i>	<i>F</i>	<i>M</i>	<i>Comments</i>
Fleet Maintenance							
511.	Notify a user entering a work order if the work being entered has already been entered/processed by another user or at a different time.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
512.	The system allows users to use solid state wireless devices to perform data entry, directly into the database within 500 feet of the Garage Office.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

<i>Records Management Requirements-Police</i>		<i>Y</i>	<i>N</i>	<i>U</i>	<i>F</i>	<i>M</i>	<i>Comments</i>
Integrated Document Imaging System							
513.	The system includes the ability to scan, store, print and fax documents.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
514.	The system includes the ability to scan virtually any kind of document.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
515.	Scanned images are available through LAN network.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
516.	The security of scanned images is fully integrated with system security.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
517.	The system includes an option to block out areas from view/print.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
518.	The scanned images are associated with the respective case number, property number or subject's ID number and may be viewed within the RMS application.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

Records Management Requirements-Police		<i>Y</i>	<i>N</i>	<i>U</i>	<i>F</i>	<i>M</i>	<i>Comments</i>
NCIC/State Interface							
519.	Allows single workstation hot key access to NCIC/State terminal sessions.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
520.	Capable of operating at multiple stations.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
521.	Security controlled by user levels.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
522.	Capable of accessing all windows printers.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
523.	Single entry capable (creates NCIC/State entries from regular database screen operations).	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
524.	Function key access to view NCIC/State responses, in addition to viewing in a separate window.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
525.	Captures NIC # in database for stolen property.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
526.	Interface includes an option to enter a name which returns all vehicles registered to the name (from the State's Vehicle Registration System). This function is available from an in-house desktop computer or from a Mobile PC.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

Records Management Requirements-Police		<i>Y</i>	<i>N</i>	<i>U</i>	<i>F</i>	<i>M</i>	<i>Comments</i>
NCIC/State Interface							
527.	Interface includes an option to enter a VIN Number which returns any vehicle registered from any state in New England to the name. This function is available from an in-house desktop computer or from a Mobile PC.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
528.	Interface includes an option to enter a plate number, which returns the vehicle registration and the driving history of the vehicle's owner (from the State's Vehicle Registration System). This function is available from an in-house desktop computer or from a Mobile PC.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
529.	Interface includes an option to enter a hull number from a boat, which returns the boat registration (from the State's Vehicle Registration System). This function is available from an in-house desktop computer or from a Mobile PC.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
530.	If any user gets a hit for a stolen motor vehicle, from NCIC records, dispatchers are automatically notified of a stolen motor vehicle hit. This function is available from an in-house desktop computer or from a Mobile PC.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

<i>Records Management Requirements-Police</i>		<i>Y</i>	<i>N</i>	<i>U</i>	<i>F</i>	<i>M</i>	<i>Comments</i>
NCIC/State Interface							
531.	The NCIC system is integrated with a Boot List. Whenever a plate is entered into the system, an automatic check against the boot list is performed to see if the vehicle should be booted (Denver Boot).	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

Records Management Requirements-Police		<i>Y</i>	<i>N</i>	<i>U</i>	<i>F</i>	<i>M</i>	<i>Comments</i>
Incident Based Reporting System (UCR/NIBRS) File							
532.	This file must document the date, time, location, and data related case numbers to an offense and the disposition of the case. It includes the status of any involved person, vehicles and/or property.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
533.	This file must generate a monthly NIBRS report in the latest format set forth by the FBI and the State.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
534.	The system must provide the required administrative data elements and have the ability to add more should the State & FBI require more information:						
	a) ORI Number	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	b) County	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	c) City/Town	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	d) Agency Incident Number	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	e) Incident Date/Time	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	f) Occurrence Report Indicator	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	g) Exceptional Case Clearances	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	h) Exceptional Clearance Date	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

Records Management Requirements-Police		<i>Y</i>	<i>N</i>	<i>U</i>	<i>F</i>	<i>M</i>	<i>Comments</i>
Incident Based Reporting System (UCR/NIBRS) File							
	i) Geo-code	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	j) Hour Occurred	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	k) Assist ORI #	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	l) Incident Complete Indicator	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
535.	The system must provide the required offense data elements:						
	a) ORC Offense Code	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	b) Offense Attempted/Completed	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	c) Larceny Type	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	d) Suspected of Using	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	e) Location Type	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	f) No. of Premises Entered	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	g) Method of Entry	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	h) Method of Operation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	i) Type of Activity	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	j) Weapons Type	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	k) Offender Seq. #	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	l) Race	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

Records Management Requirements-Police		Y	N	U	F	M	Comments
Incident Based Reporting System (UCR/NIBRS) File							
	m) Age	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	n) Sex	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
536.	The system must provide the required property data elements:						
	a) Type of Property Loss	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	b) Property Description	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	c) Property Value	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	d) Date Recovered	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	e) Number of Stolen Motor Vehicles	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	f) No. of Recovered Motor Vehicles	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	g) Suspected Drug type	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	h) Estimated Drug Quantity	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	i) Type of Drug Measurement	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
537.	The system must provide the required victim data elements:						
	a) Victim Sequence Number	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	b) Victim Offense Link	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	c) Victim Type	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	d) Age	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

Records Management Requirements-Police		Y	N	U	F	M	Comments
Incident Based Reporting System (UCR/NIBRS) File							
	e) Sex	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	f) Race	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	g) Resident Status	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	h) Aggravated Assault/Homicide Circumstance	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	i) Justifiable Homicide Circumstance.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	j) Type of Injury	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	k) Victim/Offender Link (seq. #)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	l) Victim/Offender Relationship	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	m) Condition of Persons	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	n) Marital Status	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	o) Scars, Marks, Tattoos	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	p) Gang Affiliation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	q) Domestic Violence	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	r) Domestic Violence Referrals	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	s) Track if Victim is an Officer	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	t) If officer, Type of Activity	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	u) If officer, Type of Assignment	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

Records Management Requirements-Police		<i>Y</i>	<i>N</i>	<i>U</i>	<i>F</i>	<i>M</i>	<i>Comments</i>
Incident Based Reporting System (UCR/NIBRS) File							
538.	The system must provide the required Offender data elements:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	a) Offender Sequence Number	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	b) Gang Affiliation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	c) Type Weapon/Force Used	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	d) Age	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	e) Sex	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	f) Race	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	g) Hair Color	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	h) Eye Color	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	i) Height	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	j) Weight	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	k) Scars, Marks, Tattoos	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	l) Business/Employer: Name, Address and Phone	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
539.	The system must provide the required Arrestee data elements:						
	a) Arrestee Sequence Number	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	b) Arrest Transaction Number	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

Records Management Requirements-Police		<i>Y</i>	<i>N</i>	<i>U</i>	<i>F</i>	<i>M</i>	<i>Comments</i>
Incident Based Reporting System (UCR/NIBRS) File							
	c) Arrest Date	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	d) Arrest Type	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	e) Multiple Arrestee Segments	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	f) Indicator	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	g) ORC Arrest Offense Code	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	h) Arrest Larceny Type	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	i) Arrestee was Armed with	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	j) Was Federal Agency Involved	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	k) Gang Affiliation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	l) Age	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	m) Sex	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	n) Race	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	o) Hair Color	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	p) Eye Color	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	q) Height	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	r) Weight	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	s) Scars, Marks, Tattoos	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	t) Resident Status	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

Records Management Requirements-Police		<i>Y</i>	<i>N</i>	<i>U</i>	<i>F</i>	<i>M</i>	<i>Comments</i>
Incident Based Reporting System (UCR/NIBRS) File							
	u) Arrestee Disposition	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	v) Business/Employer: Name, Address and Phone	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
540.	The system is capable of producing New Hampshire-compliant UCR or NIBRS reports, with data entry done for NIBRS only.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
541.	The system is certified for compliance with the State of New Hampshire NIBRS requirements.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
542.	Data entry for NIBRS and UCR reports is built into the system and requires no redundant data entry of required elements.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

VIII. GENERAL SYSTEM REQUIREMENTS

1. Police and Fire will be sharing a CAD system. Most users will be required to see only their appropriate dispatched and stacked items. There will be minimal cross viewing of data. Security in this area is imperative.
2. Police and Fire will **not** be sharing their RMS information.
3. The proposed system must allow for the sharing of CAD information, when appropriate, through security, but the total separation of RMS information. Please describe how this will be accomplished with the proposed system. Can the system be set up to have a shared server for CAD and two separate servers for the two RMS applications? Does it have to be set up that way?
4. Describe how the system can be configured to create a high availability system for real-time disaster recovery. The backup emergency center, where the redundant servers will be located, is connected via fiber optics. It is anticipated that there will be no operational interruptions should a problem occur with the current system, to include ALL in-house applications as well as mobile applications
5. Please provide server specifications along with service software requirements, and redundancy plans and setup.

IX. VENDOR HISTORY AND REFERENCES

Provide a vendor history including any major acquisitions of other companies. Provide a history of the application(s) including original and subsequent owners of the application(s) if originally purchased versus developed in-house.

In addition to providing a complete customer list for the proposed applications, please indicate the length of time they have been customers. Include a list of a few customers that have had recent issues that we may contact directly to discuss those issues.

List, below, those customers, cities or towns of similar size, to whom you have supplied the same or similar software and hardware as proposed.

<u>Municipality</u>	<u>Address</u>	<u>Contact Name</u>	<u>Telephone & Email</u>
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X. ACCEPTANCE CRITERIA

The City reserves the right to reject the items delivered under this contract as not conforming to the specifications unless the following performance criteria are met:

The proposed equipment and software must perform in accordance with the Contractor's specifications. The equipment and software shall not be considered ready for use until the Contractor(s) provide(s) the City with the documentation of a successful system audit performed at the site which demonstrates that the equipment and software meets the specifications.

A. Standard of Performance and Acceptance of Application Software

This section establishes the standard of performance which must be met before the application software is accepted by the City.

1. Standard of performance, defined:
 - a) The software performs according to vendor specifications, as set forth in this proposal.
 - b) All system configurations, including tables set up, is completed.
 - c) All data conversion is completed to the satisfaction of the Director of Information Services.
 - d) All proposed system interfaces are in place and demonstrated to be working.
 - e) The software is brought into active production usage.
 - f) The software does not crash (excluding hardware failures), does not lose or corrupt data, and responds as documented to all user commands.
2. The performance period shall begin when the Vendor notifies the City that all of the requirements above in item X.A.1 have been completed and shall end when the software product(s) has/have met the standard of performance for a period of thirty (30) consecutive days without exception.
3. In the event the application software does not meet the standard of performance during the initial thirty (30) consecutive days, the standard of performance test shall continue on a day-by-day basis until the standard of performance is met for a total of thirty (30) consecutive days.
4. If the application software fails to meet the standard of performance after one hundred twenty (120) calendar days from the installation date, the City may reject the application software and this contract may be terminated at the option of the City.
5. If the failure of the application software is the result of the failure of equipment or system software which originated from sources other than

the application software Contractor, then the Standard of Performance Period shall be interrupted during the period required to restore the equipment or system software to operability and shall resume as soon as operations are restored.

B. Standard of Performance and Acceptance of Equipment

This section establishes a standard of performance which must be met before equipment is accepted by the City. This also includes replacement, substitute equipment and equipment which is added.

1. The performance period shall begin on the installation date and shall end when the equipment has met the standard of performance for a period of thirty (30) consecutive days by operating in conformance with the Contractor's published technical test specification, applicable to the type of equipment or as quoted in any proposal, at an effectiveness level of ninety nine point nine percent (99.9%) or more.
2. In the event the equipment does not meet the standard of performance during the initial thirty (30) consecutive days, the standard of performance test shall continue on a day-to-day basis until the standard of performance is met for a total of thirty (30) consecutive days.
3. If the equipment fails to meet the standard of performance after one hundred twenty (120) calendar days from the installation date or certified ready for use date, whichever is later, the City may, at its option, requests a replacement or terminate the order in accordance with this Contract.
4. The effectiveness level for a system is computed by dividing the operational use time by the sum of that time plus system failure down time.
5. The effectiveness level for an added, substitute or replacement machine is a percentage figure determined by dividing the operational use time of such equipment by the sum of that time plus downtime resulting from equipment failure of such equipment being tested.
6. Operational use time for performance testing for a system is defined as the accumulated time during which the central processing unit is in actual operation including any interval of time between the start and stop of the central processing unit, but shall not include system failure downtime.
7. Operational use time for performance testing for a equipment added, substitute or replacement equipment is defined as the accumulated time during which such equipment is in actual use.
8. System failure downtime is that period of time when it is not possible to continue to run the program (the program being processed at the time of equipment failure) on equipment immediately after equipment failure of part of the system, except that failure of remote terminals/PCs shall not constitute system failure downtime.

9. During a period of system downtime, the City may use operable equipment when such action does not interfere with maintenance of the inoperable equipment as determined by Contractor's maintenance personnel. The entire system will be considered down during such periods of use.
10. Downtime for each incident shall start from the time the City contacts the Contractor's designated representative at the prearranged contact point until the system or equipment is returned to the City in proper operating condition.
11. During the performance period for a system, a minimum of 336 hours of operational use time with productive or simulated work will be required as a basis of computation of the effectiveness level. However, in computing the effectiveness level, the actual number of operational use hours shall be used when in excess of the minimum of 336 hours. In scheduled operational use time, during the performance period, provisions shall be made for preventative maintenance. Preventative maintenance time shall be excluded from the effectiveness level computation.
12. The Information Systems Department shall maintain appropriate daily records to satisfy the requirements of this performance test and shall notify the Contractor in writing of the date of the successful completion of the performance period.
13. Equipment shall not be accepted and no charges shall be paid until the standard of performance period has been met.
14. Operational use time and downtime shall be measured in hours and whole minutes, but shall not include any time other than during scheduled operational use time except that all time spent by the contractor's maintenance personnel in repairing inoperable equipment shall constitute downtime. Scheduled operational use time shall be twenty four hours a day 7 days a week unless the Customer notifies the Contractor in writing of a different period for scheduled operational use time at least thirty (30) days prior to the installation date, or unless otherwise mutually agreed upon.
15. Should it be necessary, the Department may delay the start of the performance period, but such delay shall not exceed thirty (30) consecutive days; therefore, the performance period must start not later than the thirty-first (31st) day after the installation date.
16. If a system failure is the failure of programming aids which originated from sources other than the equipment Contractor or if system failure is the result of the failure of connected equipment which is not maintained by the equipment Contractor or under warranty from the Contractor, the Contractor shall be paid for the services of its maintenance personnel at its then current time and material rates.

XI. PRICING EXHIBITS

A. PRICE DATA (Application Software)

1. Price Data Format

All proposals must contain the following Price Data for application software: Cost of the package, or the monthly license fee and any other charges which may be incurred, including support, machine time necessary for the Contracting organization to test and install the system, and/or expenses incurred for travel, subsistence or reproduction of documentation, training, etc. No special charges, taxes, or other burden can be imposed on the City by the Contractor in connection with the sale of the proposed software unless these charges are identified and incorporated in the contract. The Price Data must be presented in similar form and contain the information as illustrated in format below.

<u>PRODUCT CODE</u>	<u>DESCRIPTION</u>	<u>COST</u>
---------------------	--------------------	-------------

TOTAL COST _____

Note 1: Cost must identify a onetime cost, purchase price, monthly lease and options. Use cost column headings which best conforms to your company's method of supplying software.

Note 2: Briefly describe your various financial plans and the advantages of each.

Note 3: Include itemized costs associated with necessary customizations.

Note 4: Do not include conversion costs here. See item XI.B below.

2. Optional Software/Services

If the Bidder desires (not required), specify any additional software and/or services not included in the proposal which could be applicable. Each enhancement/option should include Product Code, Description and Cost.

<u>PRODUCT CODE</u>	<u>DESCRIPTION</u>	<u>COST</u>
---------------------	--------------------	-------------

B. PRICE DATA (Conversion)

1. Price Data Format

PRODUCT/SERVICE CODE

DESCRIPTION

COST

TOTAL COST _____

C. PRICE DATA (Maintenance)

1. Price Data Format

All proposals must contain the following Price Data for application software maintenance. The Price Data must be presented in similar form and contain the information as illustrated in format below.

<u>PRODUCT CODE</u>	<u>DESCRIPTION</u>	<u>COST</u>
		TOTAL COST _____

- Note 1 The base monthly maintenance cost will be for the Principal Period of Maintenance.
- Note 2 Specify the warranty period for each component.
- Note 3 Cost must identify a onetime cost, monthly cost, annual cost, etc. Use cost column headings which best conforms to your company's method of supplying maintenance.
- Note 4 Briefly describe your various maintenance plans and the advantages of each.

D. PRICE DATA (Hardware and System Software)

(NOTE: This section is optional. If the proposed system runs on a standard Microsoft platform or the Bidder, as a general rule, does not provide hardware or system software, this section is not required. Basic system requirements, however, are required as part of Section VIII. GENERAL SYSTEM REQUIREMENTS.)

1. Equipment Identity

Information for each hardware component, including all special devices and features recommended, should include Item Number, Description, Quantity, Unit Cost and Total Cost. Excluded items not sold by the Bidder, however, should be indicated if they are necessary for the equipment to be operated. Communication adapters or controllers required for all sites should be indicated whether or not such items are available from the equipment Bidder. All cabinetry and cables must be included.

Note 1 A Bidder proposing equipment for which he is not the original supplier must identify the original supplier of each item. Also include the original vendor's name, model and description if different than the name, model and description used by the Bidder.

Note 2 Information related to power requirements for all proposed equipment should be included and show total KVA requirements.

2. Optional Equipment

If the Bidder desires (not required), specify any additional hardware not included in the proposal which could be applicable when and if the City adds equipment to the system; for example, fast peripheral devices, fixed head or removable Disks, future products. Each hardware component, including special devices and features proposed, should include Item Number, Description, Quantity, Unit Cost and Total Cost.

3. Additional Costs

Specify costs for supplies and associated items such as additional disk and magnetic media.

4. Price Data Format

Cost of the hardware and system software, or the monthly license fee, freight, installation, training, and any other charges which may be incurred, including support and or expenses incurred for travel, subsistence or reproduction of documentation, etc. The Price Data should be itemized wherever possible. The Price Data must be presented in similar form and contain the information as illustrated in the format below.

PROPOSED SYSTEM

<u>ITEM NUMBER</u>	<u>DESCRIPTION</u>	<u>QUANTITY</u>	<u>UNIT COST</u>	<u>TOTAL COST</u>
--------------------	--------------------	-----------------	------------------	-------------------

TOTAL COST _____

DISCOUNT _____

NET TOTAL COST _____

OPTIONAL EQUIPMENT

<u>ITEM NUMBER</u>	<u>DESCRIPTION</u>	<u>QUANTITY</u>	<u>UNIT COST</u>	<u>TOTAL COST</u>
--------------------	--------------------	-----------------	------------------	-------------------

TOTAL COST _____

DISCOUNT _____

NET TOTAL COST _____

ADDITIONAL COSTS

<u>ITEM NUMBER</u>	<u>DESCRIPTION</u>	<u>QUANTITY</u>	<u>UNIT COST</u>	<u>TOTAL COST</u>
--------------------	--------------------	-----------------	------------------	-------------------

TOTAL COST _____

DISCOUNT _____

NET TOTAL COST _____

-
- | | |
|--------|--|
| Note 1 | Cost must identify a onetime cost, purchase price, monthly lease and options. |
| Note 2 | If you offer a discount to the City, show the discount in the "DISCOUNT" field and show the net cost in the "NET TOTAL COST" field. Any conditions which must be met to qualify for discounts afforded must be explicitly defined. |
| Note 3 | Briefly describe the various financial plans available and the advantages of each. |

XII. GENERAL EXHIBITS

A. CITY OF MANCHESTER TOWING CONTRACT

(Double click on Acrobat Document link below to see entire contract.)



City of Manchester, New Hampshire Proposed Articles of Agreement For the Towing of Motor Vehicles

This agreement made the 14th of December 2004 by and between the City of Manchester, a body corporate and politic by and through its Police Department with an address of 351 Chestnut Street, Manchester New Hampshire hereinafter referred to "City" and ----- hereinafter referred to as the "Contractor".

Article 1- Purpose of the Agreement

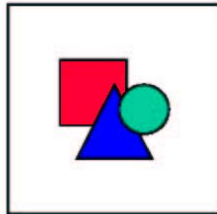
The purpose of this agreement is to enter into a two (2) year non-exclusive agreement with a term commencing on December 14, 2004 and ending on December 14, 2006 for the towing of vehicles, at the request of the City. The City shall be the sole determinant in the award of the contract to the Contractors that meet all the minimum evaluation criteria. The City estimates 4000 tows per year. The Volunteer Independent Contractors shall maintain itemized records of all tows and storage fees charged under this contract. Members of the Manchester Police Department Traffic Division may inspect those records at any time. All administrative fees (five dollars per vehicle, see the section Snow Emergency for those specific fees) due to the City under this contract shall be rendered within 20 calendar days of the date of billing by the City. Failure of the contractor to pay the administrative fees by the 20th calendar day will result in the immediate suspension of the contractor from this agreement. Once payment is made, contract performance may be resumed. A second failure to pay will result in the termination of the contract. Services are to be provided on a twenty four (24) hour basis 365 days a year.

Article 2- Scope of Services

- A). The contractor shall supply all labor, materials and equipment to remove any motor vehicle, so ordered towed, from the City streets to a storage place. The contractor shall have a place of business within the City of Manchester. The City shall also be provided with the names and address of all sons or entities that have ownership or equity interest in the Contractor. The City at its sole discretion may waive this requirement.

The place of business for the towing service shall include a posted enclosed impound area within the City. Such impound area must be completely enclosed by such a design that a person would reasonably believe that entering into the enclosed area would constitute trespassing. Such lots shall have the capacity for 20 vehicles. The lot shall be posted in accordance with NH RSA 635:4 and signage consistent with RSA 635:4.
- B). All services are to be performed in a safe manner and shall conform to Federal State and Local laws.
- C). The agreement may be terminated at any time, if in the sole opinion of the City, the Contractor has failed to fulfill its responsibilities as expressed in this agreement.

B. ABANDONED VEHICLE LETTER



John A. Jaskolka
Chief

City of Manchester

Police Department

Ralph Miller Public Safety Center
351 Chestnut Street Manchester, New Hampshire 03101-2294
(603) 668-8711 Business Phone
(603) 668-8941 Main Fax
(603) 628-6137 Administrative Offices Fax

Commission

James A. McDonald, Sr.
John J. Tenn
Nury Marquez
Thomas D. Noonan
Calvin T. Cramer

Deputy Chiefs

Richard P. O'Leary
Glenn S. Leidemer
Gary T. Simmons

Executive Secretary

Kim Demers

«LtrDate»

«FirstName» «LastName»

«Address1»

«City», «State» «PostalCode»

Dear «Title» «LastName»,

A vehicle which is listed to you, and was parked in violation of Chapter 70.72 of the City of Manchester Code of Ordinances, and/or NH RSA 262:32, has been towed by authority of the Manchester Police Department. (Abandoned Vehicle)

The vehicle described was towed from: «TowedFrom» **On:** «TowDate»

By: «TowCompany» **Case #:** «CaseNo»

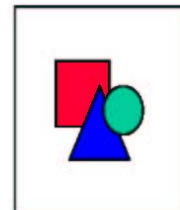
Plate #: «Plate» **Year:** «VehYear» **Make:** «Make» **Model:** «Model»

By City Ordinance, Chapter 70.73, and NH RSA 262:33, you are responsible for any towing and storage charges. It is, therefore, incumbent upon you to notify the above wrecker company and take care of this matter as soon as possible. Failure to resolve this matter may result in the loss of your license and or registration as provided in RSA 263:56 and 261:179

If you have any questions regarding this letter please contact the Manchester Police Department Traffic Division at 668-8711 Ext. 349.

Sincerely,

Michael Hurley
Traffic Investigator



A NATIONALLY ACCREDITED LAW ENFORCEMENT AGENCY

Internet: manchesterpd.com

E-mail: manchesterpd@grolen.com

C. ANI/ALI TRANSFER SPECIFICATIONS

NH Bureau of Emergency Communications

The following is the specification necessary to interface with NH Bureau of Emergency Communications Enhanced 9-1-1 System.

ANI/ALI Transfer Specifications:

Protocol: TCP/IP
Port: 701
Data: ASCII (Plain Text)
Size: 995 Bytes

Transfer Details:

The computer Aided Dispatch (CAD) software utilized By the NH Bureau of Emergency Communications (NHBECC) connects to the remote software on port 701. Upon a successful connection the ANI/ALI buffer is sent. The remote software should acknowledge successful transfer by returning an ACK message (ASCII character 6 followed by a null character). If a problem occurred and a resend is needed, the remote software should return a NACK message (ASCII 21 followed by a null character). The NHBECC system will wait 3 seconds for a return response. If a timeout occurs, a software transfer will be assumed.

ANI/ALI Buffer Details:

The buffer sent by NH Bureau of Emergency Communications (NHBECC) is taken directly from CAD Interface unit (CIU) of the Customer Premise Equipment (CPE). The CPE hardware and the database provider define the layout of the buffer. The buffer begins with a Start-of-Text character (ASCII 2) and ends with an End-of-Text character (ASCII 3).

D. COMPLAINT FORM

014473-23
Source4 • (781) 297-3770

Docket # _____ TN # _____

The State of New Hampshire
COMPLAINT

☐ DOMESTIC VIOLENCE RELATED

☐ VIOLATION ☐ CLASS A MISDEMEANOR ☐ FELONY
☐ CLASS B

YOU ARE HEREBY NOTIFIED TO APPEAR BEFORE SAID COURT
AT _____ O'CLOCK IN THE AM/PM ON _____ YR.
UNDER PENALTY OF LAW TO ANSWER TO A COMPLAINT
CHARGING YOU WITH THE FOLLOWING OFFENSE:

TO THE _____ COURT, COUNTY OF _____

THE UNDERSIGNED COMPLAINS THAT: PLEASE PRINT

NAME _____
Last Name First Name MI

Address _____ State _____ Zip _____

DOB _____ OP. LIC.# _____

WRITE OUT:
Sex _____ Race _____ Height _____ Weight _____ Color of Hair _____ Color of Eyes _____

☐ COMM. VEH. ☐ COMM. DR. LIC. ☐ HAZ. MAT.

AT _____
(Location) A.M.

ON THE _____ DAY OF _____ YR. _____ at _____ P.M.

on/at in said county and state, did commit the offense of _____

_____ contrary to RSA _____

and the laws of New Hampshire for which the defendant should be held to
answer, in that the defendant did

against the peace and dignity of the State.

☐ SERVED IN HAND

Complainant _____ Dept. _____

Personally appeared the above named complainant and made oath that the
above complaint by him/her subscribed is, in his/her belief, true.


DATE _____ Justice of the Peace _____

AOC 103A-045 7/00

COURT COPY

E. GUN PERMIT FORM

BETTERFORMS DESIGN & PRINTING SERVICES, INC. (603) 644-8300

 STATE OF NEW HAMPSHIRE
PISTOL/REVOLVER LICENSE **R 379249**

Date _____

In accordance with Chapter 159 of New Hampshire Revised Statutes Annotated 1955, as Amended 1979, a License to Carry a Pistol or Revolver is issued to the Following Individual


DOB _____

HGT _____

WGT _____

EYE _____ THIS LICENSE EXPIRES ON _____


HAIR _____ ISSUED BY _____ NEW HAMPSHIRE

 SIGNATURE OF APPLICANT

BY _____
AUTHORIZED SIGNATURE

TITLE _____

DSSP175

 PRINTED ON RECYCLED PAPER

LRBF/ECP 803-524-8799

Case #	Booking Officer	Date
Defendant	DOB	MNI #
Transport Vehicle/Officer	Probation/Parole () Yes () No	Probation Officer
Notified By/Time		
Comment on: General Health, Medication Taken, Behavioral Observations, Deformities, Trauma, Bruises, Lacerations		
Summary - Miscellaneous Information		
Searched by	Cell Checked by/Locked up by	Cell/Locker #
"I was informed of my right to use the telephone"		

_____	\$1	\$ _____	_____	_____	_____
_____	\$5	\$ _____	_____	_____	_____
_____	\$10	\$ _____	_____	_____	_____
_____	\$20	\$ _____	_____	_____	_____
_____	\$50	\$ _____	_____	_____	_____
_____	\$100	\$ _____	_____	_____	_____
Coins	\$ _____	I, _____, AUTHORIZE THE MANCHESTER POLICE DEPARTMENT TO REMOVE \$30 FROM MY PROPERTY IN ORDER TO PAY BAIL COMMISSIONER _____ THE FEE WHICH HE IS ENTITLED TO PURSUANT TO RSA 597:20			
Total	\$ _____	DEFENDANT'S SIGNATURE _____ BAIL COMMISSIONER'S SIGNATURE _____ TIME _____ DATE _____ BOOKING OFFICER'S SIGNATURE _____			

[] Evidence seized (identify property that is confiscated as evidence): _____

Defendant	Transfer Information
<p>I have received the above listed property:</p> <p>_____</p>	<p>Released to: _____</p> <p>Destination: _____</p> <p>Authority to Transfer: _____</p> <p>Receiving Person: _____</p> <p style="text-align: right;">Signature</p>

Reviewed by _____ Date _____

Page 309 of 322

G. NHSP S&T FORM F

Manchester Police Department
Manchester, NH

FORM - F
- 2004 -

NH POLICE STANDARDS & TRAINING COUNCIL
ANNUAL FIREARM CERTIFICATION NOTIFICATION FORM "F"

To Comply with Pol 404.03 (a) and (b) of the NH Police Standards & Training Council rules, each officer permitted by a law enforcement agency to carry a firearm, must annually complete a minimum basic firearms safety and familiarization course prescribed by the Council and conducted by a council-approved firearms instructor.


In accordance with Pol 404.04 (a) a completed Form "F" must be submitted to the NH Police Standards & Training Council no later than 30-days after the conclusion of each calendar year, signed by qualifying instructor, assistant instructors, and agency head. This form may be reproduce if necessary.



Documentation of course of fire, individual score, type ammunition, caliber of weapon(s), and range and classroom instructor(s)' names should be retained by each reporting agency for a period of five years.

<u>NAME</u>	<u>SSN</u>	<u>TYPE OF TRAINING</u>	<u>DATE PASSED</u>
Smith, John	033502253	Range	04-26-04
		Classroom	06-23-04
Smith, Samuel	033502253	Range	04-26-04
		Classroom	06-23-04

H. NH ACCIDENT FORM

Please Print or Type (Single Space) TO BE COMPLETED AND FILED WITHIN 15 DAYS Sheet of Sheet(s)

LOCAL USE		STATE OF NEW HAMPSHIRE UNIFORM POLICE TRAFFIC ACCIDENT REPORT DSMV 159 (Rev. 10/95)				M.V. USE ONLY		12.			
Amended Report <input type="checkbox"/>		Hit and Run <input type="checkbox"/>				No. Date Rec'd		13.			
1. DATE OF ACCIDENT		DAY OF WEEK		TIME OF ACCIDENT (Military)		CITY / TOWN		15.			
TOTAL KILLED	TOTAL INJURED	TOTAL VEHICLES	POLICE NOTIFIED	POLICE ARRIVED	AMBULANCE ARRIVED	DEPARTMENT Manchester PD					
2. ACCIDENT OCCURRED ON:								16.			
<input type="checkbox"/> MILES N <input type="checkbox"/> E <input type="checkbox"/> FEET S <input type="checkbox"/> W <input type="checkbox"/> OF ROUTE NO. AND / OR STREET NAME AT INTERSECTION WITH ROUTE NO. AND / OR STREET NAME											
3. Complete first node for accidents at node, complete both for accidents between both nodes. FIRST NODE DISTANCE FROM FIRST NODE TOWARD SECOND SECOND NODE 10 / FEET 10 / MAP ZONE NODE SUF MAP ZONE NODE SUF MILE-MARKER ON INTERSTATE ONLY FEET N E S W <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>								17.			
4. UNIT NO.: INFORMATION UNIT NO.: INFORMATION								18.			
BICYCLE <input type="checkbox"/> SUMMONSED <input type="checkbox"/> ARRESTED <input type="checkbox"/> M.V.R. YES <input type="checkbox"/> RECOM <input type="checkbox"/> PEDESTRIAN <input type="checkbox"/> CHARGE: DRIVER LICENSE NO. STATE CLASSIFICATION								19.			
5. DRIVER'S NAME LAST, FIRST, MIDDLE								20.			
6. D.O.B. SEX RESTRICTIONS / ENDORSEMENTS COMPLIED WITH YES <input type="checkbox"/> YEG <input type="checkbox"/>								21.			
7. CITY / TOWN STATE ZIP CODE								22.			
8. PLATE NUMBER PLATE TYPE STATE TRAILER PLATE STATE								23.			
9. MAKE YEAR COMMERCIAL VEHICLE <input type="checkbox"/> HAZARDOUS MATERIALS <input type="checkbox"/>								24.			
10. V.I.N.								25.			
11. SAME AS DRIVER <input type="checkbox"/> OWNER NAME LAST, FIRST, MIDDLE											
12. CURRENT ADDRESS, NUMBER AND STREET PHONE NO.											
13. CITY / TOWN STATE ZIP CODE											
14. INSURANCE CO. & POLICY # OR DSMV 385 ISSUED <input type="checkbox"/>											
15. VEHICLE TOWED <input type="checkbox"/> BY: TO: VEHICLE TOWED <input type="checkbox"/> BY: TO:											
REF.	26	27	28	29	NAME(S) OF OCCUPANTS OR WITNESSES ADDRESS/ PHONE			30	31	32	33
1											
2											
3											
4											
5											
6											

UNIT NO: _____ INDICATE PROBABLE POINT OF IMPACT 	<table border="1" style="margin: auto;"> <tr> <td>Rear 1</td> <td>Passing 2</td> <td>U. Turn 3</td> <td>Intersection 4</td> </tr> <tr> <td>Rt. Turn 5</td> <td>Rt. Turn 6</td> <td>Head-On 7</td> <td>Sideswipe 8</td> </tr> </table>	Rear 1	Passing 2	U. Turn 3	Intersection 4	Rt. Turn 5	Rt. Turn 6	Head-On 7	Sideswipe 8	UNIT NO: _____ INDICATE PROBABLE POINT OF IMPACT 	<table border="1" style="margin: auto;"> <tr> <td>Rear 1</td> <td>Passing 2</td> <td>U. Turn 3</td> <td>Intersection 4</td> </tr> <tr> <td>Rt. Turn 5</td> <td>Rt. Turn 6</td> <td>Head-On 7</td> <td>Sideswipe 8</td> </tr> </table>	Rear 1	Passing 2	U. Turn 3	Intersection 4	Rt. Turn 5	Rt. Turn 6	Head-On 7	Sideswipe 8
Rear 1	Passing 2	U. Turn 3	Intersection 4																
Rt. Turn 5	Rt. Turn 6	Head-On 7	Sideswipe 8																
Rear 1	Passing 2	U. Turn 3	Intersection 4																
Rt. Turn 5	Rt. Turn 6	Head-On 7	Sideswipe 8																
16. Undercarriage 17. Rollover 18. Fire / Explosion 19. Total	Indicate Vehicle Numbers On Arrows Above	16. Undercarriage 17. Rollover 18. Fire / Explosion 19. Total																	
Circle numbers indicating areas damage		Circle numbers indicating areas damaged																	

ACCIDENT SKETCH
Indicate North


 By Arrow

GIST OF ACCIDENT

SIGNATURE OF INVESTIGATING OFFICER: _____	DATE OF REPORT: _____	REVIEWED BY: _____
DEPARTMENT / DIVISION / TROOP: _____	PHOTOS TAKEN YES <input type="checkbox"/> NO <input type="checkbox"/>	BY: _____

I. NH ACCIDENT SUPPLEMENTAL FORM

**Manchester Police Department Traffic Division
TRAFFIC ACCIDENT REPORT
Supplemental Information**

CASE NO. CASE #	INVESTIGATING OFFICER OFFICER'S NAME	ID ID #	TOWN MANCHESTER	DATE OF REPORT Report DATE	TIME OF REPORT Report TIME
LOCATION OF ACCIDENT ACCIDENT LOCATION				ACCIDENT DATE Acc. DATE	ACCIDENT TIME Acc. TIME

REVIEWED BY	PAGE <u>1</u> OF <u>1</u> PAGES	SIGNED	DATE
-------------	---------------------------------	--------	------

ACCIDENT SUPPLEMENT NH Accident Supplemental Form.doc

J. ACCIDENT TEMPLATE FORM

DSMV - 160 (Revised 8/93)

TYPE OF ACCIDENT COLLISION WITH: 1. Other Motor Vehicle 2. Motor Vehicle Crossing Median 3. Parked Motor Vehicle 4. Railroad Train 5. Bicyclist 6. Pedestrian 7. Animal 8. Thrown or Falling Object 9. Other Object NON-COLLISION 10. Fixed Object 11. Overturn 12. Spill (2 Wheel Vehicle) 13. Fire 14. Submersion 15. Jackknife 16. Explosion 98. Other *		VEHICLE TYPE 1. Automobile 2. Pick-Up/Light Truck 3. Panel/Van 8. Motorcycle 9. Moped 10. Motor Home 11. Passenger Light Van 12. Utility Vehicle (4x4) 13. Other/Unknown Light Truck 97. Motor Carrier 98. Other ** Unit-1 Unit-2	
FIXED OBJECT STRUCK 1. Traffic Signal 2. Sign Post 3. Guard Rail 4. Crash Cushion 5. Light Pole 6. Telephone/Electric Pole 7. Tree 8. Building/Wall 9. Bridge/Pier 10. Median 11. Barrier/Fence 12. Culvert/Headwall 13. Embankment/Ditch/Curb 14. Fire Hydrant/Parking Meter 15. RR Crossing Device 16. Overpass 17. Rock/Sideslope 98. Other		VEHICLE DIRECTION 1. North 2. East 3. South 4. West 99. Unknown U-1 U-2	
LOCATION OF FIRST HARMFUL EVENT 1. At Intersection 2. Intersection Related 3. Along the Road 4. Along Road at Driveway Access 5. Off Roadway on Shoulder/Median 6. Off Roadway Beyond Shoulder 7. Ramp/Rotary 8. Toll Plaza/Booth 9. In a Driveway 10. In a Parking Lot 98. Other *		APPARENT PRE-ACCIDENT VEHICLE ACTION (Box 16 and/or 17) PEDESTRIAN OR BICYCLIST (Box 17 Only) 41. Crossing With Signal 42. Crossing Against Signal 43. Crossing at Crosswalk-No Signal 44. Crossing-No Signal or Crosswalk 45. Walk/Ride With Traffic 46. Walk/Ride Against Traffic 47. Emerge from Front/Rear of Parked Vehicle 48. Get On/Off School Bus 49. Get On/Off Vehicle 50. Pushing/Working on Vehicle 51. Playing/Jogging 52. Standing/Walking U-1 U-2	
TRAFFIC CONTROLS 1. None 2. Traffic Signals 3. Stop Sign 4. Yield Sign 5. Lane Control 6. Visible Road Markings 7. Officer/Flagman/School Patrol 8. RR Crossing-Flasher-Gate-Sign 9. No Passing Zone 98. Other *		APPARENT CONTRIBUTING FACTORS 1. Failure to Yield R-O-W 2. Illegal/Unsafe Speed 3. Following Too Close 4. Disregard Traffic Control Device 5. Centerline Encroachment 6. Improper Passing/Overtaking 7. Improper/Unsafe Lane Use 8. Improper Park/Start/Stop 9. Improper Turn 10. Unsafe Backing 11. No/Improper Signal 12. Impeding Traffic 13. Skidding 14. Driver Inattention/Distracted 15. Driver Inexperience 16. Pedestrian Violation/Error 17. Defective Equipment 18. Vision Obscurement 19. Physical Impairment 20. No Improper Driving 98. Other * 99. Unknown U-1 U-2	
ROAD DESIGN 1. Interstate 2. Other Divided Highway 3. Not Physically Divided (2-Way Traffic) 4. Undivided Road (1-Way Traffic) 5. Driveway or Access Way 98. Other * 99. Unknown		APPARENT PHYSICAL CONDITION 1. Under the Influence 2. Had Been Drinking 3. Had Been Using Illegal Drugs 4. Taking Medication 5. Fatigue 6. Illness 7. Emotionally Upset 8. Asleep 9. Apparently Normal 98. Other * U-1 U-2	
ADDITIONAL ROADWAY FEATURES 1. Roadway Under Construction 2. Roadway Under Maintenance 3. RR Crossing 4. None of the Above		VISION OBSCUREMENT 1. Ice/Snow Etc. on Windows/Glass 2. Own Vehicle Load 3. Other Unit in Blind Spot 4. Blowing Sand/Snow/Rain 5. Trees/Vegetation 6. Building 7. Snowbank/Embankment 8. Hillcrest 9. Traffic/Sign/Billboard 10. Glare: Sunlight/Lights/Snow 11. Fog/Smoke/Exhaust 12. Other Vehicle 13. People 14. No Apparent Obscurement 98. Other Defect U-1 U-2	
ROAD ALIGNMENT 1. Straight and Level 2. Straight and On Grade 3. Straight at Hillcrest 4. Curve and Level 5. Curve and Grade 6. Curve at Hillcrest 98. Other * 99. Unknown		VEHICLE DEFECTS 1. Accelerator Defective 2. Brakes Defective 3. Front/Rear Lighting Defective 4. Steering Defective 5. Tires Defective/Failure 6. Tow Hitch Defective 7. Vehicle Modification 8. Inadequate Windows/Glass 9. Oversize/Overweight 10. No Apparent Defect 98. Other Defect U-1 U-2	
ROAD CONDITION 1. Normal 2. Ruts/Holes/Bumps 3. Worn 4. Low/Soft Shoulders 5. Loose Gravel/Matter 98. Other * 99. Unknown		OCCUPANT'S/INJURED'S POSITION VEHICLE 1. Driver (2/3 Wheeled Vehicle) 2-7. Passengers 8. Ride/Hang on Vehicle 9. Driver (2/3 Wheeled Vehicle) 10. Passengers 11. Sidecar/Sled/Hang on Vehicle 99. Unknown	
SURFACE CONDITION 1. Dry 2. Wet 3. Snow/Slush 4. Ice 5. Muddy 6. Debris 7. Sand/Dust/Oil 98. Other * 99. Unknown		OCCUPANT/INJURED EJECTED 1. Not Ejected 2. Partially Ejected 3. Ejected 4. Trapped 99. Unknown	
LIGHT 1. Daylight 2. Dawn 3. Dusk 4. Dark-Street Light On 5. Dark-Street Light Off 6. Dark-No Street Light 98. Other * 99. Unknown		LOCATION OF MOST SEVERE PHYSICAL COMPLAINT 1. Head 2. Neck 3. Chest 4. Arm(s) 5. Trunk/Torso 6. Leg(s) 7. Multiple 8. None 99. Unknown	
WEATHER 1. Clear 2. Cloudy 3. Rain 4. Snow 5. Sleet 6. Fog 7. Blowing Material 8. Severe Cross Winds 9. Rain and Fog 10. Sleet and Fog 11. No Adverse Conditions 99. Unknown		SEX 33	
VEHICLE OCCUPIED Enter Unit (Vehicle) or F. Fell From Moving Vehicle B. Bicyclist P. Pedestrian O. Other * W. Witness		SAFETY EQUIPMENT USAGE BY OCCUPANT/INJURED PERSON 1. Child Restraint 2. Restraint Devices Not Installed 3. Restraint Installed-Not Used 4. Restraint Installed-Used 5. Helmet Not Used 6. Helmet Used 7. Clothing Dark 8. Clothing-Light/Reflective 9. Air-Bag Deployed 10. Air-Bag and Seat Restraint Used 29. AGE	

K. BICYCLE PERMIT FORM

BICYCLE		CITY OF MANCHESTER, N.H.		REGISTRATION
_____ REGISTRATION NUMBER		_____ SERIAL NUMBER		
NAME _____				
(LAST)		(FIRST)	(MIDDLE)	
ADDRESS _____				
_____ MAKE		_____ COLOR		_____ VALUE
ISSUED _____		Authorizing Signature		

1. This registration valid as long as bike is owned by registrant.
 2. If bike is sold the plate MUST BE REMOVED & the bike re-registered by the new owner.
 3. If the plate is damaged, mutilated and illegible, the bike shall be re-registered at the owners expense.
(White - Records) — (Yellow - Serial) — (Blue - Decal No.) — (Green - Registrant)
-

L. DAILY BULLETIN FORM.

05-013 PAGE # 1 POLICE BULLETIN January 13, 2005

Unit 1-2:
Found Property 05-2939 Ballard Dr 20" x 20" Gry steel safe found

Unit 1-3:
Theft 05-2950 2453 Vil Cir Wa,A11 Wallet stolen from vehicle
Mischief 05-3096 3753 Kimball St,A7 Paint balls shot at windows

Unit 1-4:
Robbery 05-3056 2023 Hanover St Victim accuses George Debritto 072654
of using fear to gain money

Unit 2-1:
Theft 05-1923 13582 Elm St,A1 Wallet stolen

Unit 2-5:
Burglary 05-2970 4056 Belmont St,A6No force/Rent money(\$500) stolen
Burglary Attempt 05-2923 3200 Central St,2nd Subject attempted to pry screen/
scared off by tenant/no description

Theft 05-3082 6259 Spruce St,3rd Cash stolen from purse

Unit 3-3:
House Fire 05-2944 338 Maurice St Fire started in basement/suspect is
10 year son of home owner

Wanted Person:

***Smith, John 072370 W/M,507/245,Blu/Bro... LKA Woodclet Ave,Freeport,NY... Non Support (HCSO)
***Jones, Sam 122484 W/M,504/128,bro/bro... LKA 7 Main St,Goffstown... Burglary and Falsifying Physical Evidence. (HCSO)
***Park, Debra 110859 38 L Scenic Dr. Derry,NH Disobeying PO,Oper @ Suspension... Bailed.
***Lindows, Mack 010778 W/M,600/190,Blu/Red... Theft.
***Channell, Less 011670 WM,511/200,Blu/Bro... LKA 863 Western Av,Berlin... Theft (HCSO)
***Ferdinand, Dick 121561 W/M,507/170,Bro/Blk... Sale of Narcotic Drug.
***Johnston,Mark 021380 W/M,602/160,Bro/Bro... LKA 44 Pleasant St,Greenville... Crim Threat...(HCSO)
***Dickerson, William, 111685 W/M,511/193, haz/bro... LKA 21 N Emerson Dr,Concord... (Hooksett PD)

Cancel Wanted:

***Ng, Tron 081674 (HCSO)

Released VSJ:

***Jackson, Miller 052463 429 Hanover St ...Stalking/ Bailed.
***Morro, Robert 101561 Theft By Deception/ Bailed.
***Kristopher, Jackson 041968 25 Laval St... Dom Assault/ Bailed.

Missing Juvenile:

***Marston, Judy 032590, WM, 508/140, bro/bro. LSW camofl pants, blk boots,blk windbreaker.

Stolen Firearm:

***(Pembroke PD) .25 Cal Lortin Manufacturing Co Inc Ser # 220272.
***(New Durham PD) .38 cal Smith & Wesson Ser # 8FL8203.

BOLO/CKCOND:

For Gilmanton PD-Normand,Nancy 021752, 502/180, bro/bro, operating (NH) 1845087 a gold Saturn, she was last seen in Manchester yesterday (01/11). Had left a note at her residence referring to suicide, unk means. Was recently released from the State Hospital. If seen, ck cond and notify Gilmanton. Use caution as she may be combative.

Officer Attn:

ATL a Kathleen McDonald 071181 who is enroute to the Lincoln St area from Hudson. She is operating an older model Jeep Cherokee color gray with no plates on same. Subject is despondent and may attempt suicide by taking pills. If located contact Hudson PD.

Special Attention:

*** 301 Vinton St. ref peeping tom during evening hours.

*** Nutfield Lane is being posted by the Highway Dept for paving tomorrow.

*** 25 Lowell St between 0500 and 0800 someone stealing newspapers.

***Stop and Hold Unauthorized Use of a Motor Vehicle. Kristalynn Johnson or Amanda Nickerson same is (NH) Reg 1834458 a 1998 Dodge Stratus 4dr color white. If located contact Meredith PD.

***575 S Willow St (Willow Tree Mall) ref homeless subj's hanging out.

***454 Blevens Dr/Friday or Saturday mornings 0100-0400 house being egged 12 different weekends.

***McLaughlin School/290 S Mammoth Rd ref someone paintballing windows.

***1480 Lake Shore Road. Owner of house (Christina Trombly) is in the Hospital for a lengthy stay. May be a Bill Trombly (Plumbing & Heating) at the house or Ray Lessard (father). If any problems call Ray at 494-5107. Off. Grugan

***253 Eve St. Received a complaint of criminal mischief to the above area during the early mornings. May be in retaliation to son there is a witness in a 2nd Degree Assault involving Daniel Cheney, Edward Kardos and Kyle Raymond. Possibly the witnesses information was published in Saturdays Union Leader story. Thanks. Tim Craig

***204 Prospect St. Request special attention to the address do to the victims name and address where in Saturday Union Leader in reference to the recent arrest(s) of Daniel Cheney, Edward Kardos and Kyle Raymond for 2nd Degree Assault. Father of victim is concerned of retaliation for the arrest(s) of the three. Thanks. Tim Craig

XIII. PROPOSAL FORMAT

All proposals shall contain seven (7) Parts, as described below. *NOTE:* The term "Section" as referenced below applies to the sections in this Request For Proposals, while the term "Part" shall apply to the Vendor responses.

Part 1:General

A statement indicating the Bidder's compliance with Section I. GENERAL TERMS AND CONDITIONS; the Bidder's agreement to enter into a contract agreement consisting of the PROPOSAL FORM, as shown in Section XIV, together with such other clarifying (but not inconsistent) language as may be appropriate to the City and the successful Bidder; evidence of the authority of the office submitting the proposal on behalf of the corporation; and required bid security.

Part 2:General System Requirements

Information relating to the proposed system including all points specified in Section VIII. GENERAL SYSTEM REQUIREMENTS.

Part 3:System Features

Responses to the features, abilities, and functionalities specified in Section II. SCOPE OF SERVICES.

Part 4:System Questionnaire

Responses to the questions listed in Section V. CAD REQUIREMENTS – FIRE AND POLICE, Section VI. RECORDS MANAGEMENT REQUIREMENTS - FIRE, and Section VII. RECORDS MANAGEMENT REQUIREMENTS - POLICE. (Note: This part should also be provided electronically.)

Part 5:Vendor History and References

Response to the points listed in Section IX. VENDOR HISTORY AND REFERENCES.

Part 6:Pricing Exhibits

Pricing quotes organized as found in Section XI. PRICING EXHIBITS.

Part 7:Additional Vendor Information

This section should include any information not specifically requested which the Bidder believes would be of benefit to the City in evaluating the proposals.

XIV. PROPOSAL FORM

PROPOSAL FORM

TO: _____

City of Manchester

State of New Hampshire

In compliance with the invitation for proposals to furnish supplies, materials, equipment, and services on the accompanying schedules, the undersigned (name) _____, a corporation organized and existing under the laws of the State of _____ or a general partnership consisting of _____ of _____ City of _____ State of _____ hereby proposes to furnish, within the time specified in the Request for Proposals, the supplies, materials, equipment, and supplies at the prices stated opposite the respective items listed on the schedule.

Upon receipt of written notice of the acceptance of this proposal, the undersigned will, if required, execute a form of contract in accordance with the proposal as accepted and give bonds, with good and sufficient surety or sureties, for the faithful performance of the Contract, and for payment for labor and materials, within ten (10) days after the prescribed forms are presented for signature.

Discount will be allowed for receipt of prompt payment as follows:

within _____ calendar days, _____ percent (____ %);

within _____ calendar days, _____ percent (____ %);

within _____ calendar days, _____ percent (____ %);

Time, in connection with discount offered, will be computed from date of completion and/or delivery and acceptance at destination, or from date, correct date or voucher properly certified by the Contractor is received if the later date is later than date of completion and acceptance and/or delivery acceptance.

Deliveries are to be made to The City of Manchester, Information Systems Department, 100 Merrimack St, Manchester, New Hampshire.

Delivery and/or completion to be made within _____ days from the date of notification by the City. TIME IS OF THE ESSENCE.

If the undersigned fails to perform any of the promises made herein, the proposal security, which is deposited with the _____ shall be paid to the City of Manchester or payment of the bond herewith deposited will be enforced for the benefit of the City of Manchester as liquidated damages for such default; otherwise the proposal security will be returned to the undersigned.

The undersigned as Bidder, declares that only parties interested in the proposal as principals are named herein; and that this proposal is made without collusion with any other person, firm or corporation; that no officer or agent of the City is directly or indirectly interested in this proposal; and he proposes and agrees that if this proposal is accepted he will contract with the City in accordance with the Specifications, and the Terms and Conditions as spelled out in this Sealed Proposal.

Dated _____, 19____.

Authorized Signature of Bidder & Title

(please print or type name of Bidder & Title)

Address

Full names and addresses of all persons interested in this proposal as principals are as follows:

NAME

ADDRESS

XV. SAMPLE CONTRACT

The City of Manchester
New Hampshire 03101

CONTRACT

Agreement made _____, 19__ between the City of Manchester, a municipal corporation of the State of New Hampshire, herein referred to as "City", and _____ of (address) _____, City of _____, County of _____, State of _____ herein referred to as "Contractor".

For the considerations set forth herein, the parties agree as follows:

1. (Contractor) _____, being the lowest responsible Bidder, shall provide to the City the following equipment, material, supplies and services:

(General Description)

Such supplies, materials, equipment, and services shall be provided in accordance with the proposal made by (Contractor) _____ pursuant to the Request for Proposals and Terms and Conditions contained in Sealed Proposal Invitation Proposal Number _____, which is hereby incorporated by reference and made a part hereof as if set forth herein in full.

2. The City shall pay (Contractor) _____ the price and amount set out in Contractor's Proposal on delivery to and acceptance by the City of the supplies, materials, equipment and services herein described, and on filing by (Contractor) _____ and approval by City of a verified claim for the amount due.
3. The agreement shall be inoperative during such period of time as delivery or acceptance may be rendered impossible by reason of fire, strike act of God, government regulation, or other cause beyond the control of either party.
4. This agreement shall be binding on the assigns and successors of the parties.

- SAMPLE -

- SAMPLE -

IN WITNESS WHEREOF, the parties have executed this agreement at (designated place
of execution) the day and year first
above written.

Signature

Typed Name

Title

City of Manchester

Acknowledged by:

Signature

Typed Name

Title